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**STRAFFORD COUNTY
2017 ANNUAL REPORT**

*of the Commissioners, Treasurer,
Other County Officers
and the Strafford County Delegation*



**BARRINGTON
DOVER
DURHAM
FARMINGTON
LEE
MADBURY
MIDDLETON
MILTON
NEW DURHAM
ROCHESTER
ROLLINSFORD
SOMERSWORTH
STRAFFORD**

**For the Year Ending
December 31, 2017**

The 2017 Strafford County Annual Report is

Dedicated in Memory of
Strafford County Commissioner

Leo E. Lessard



County Commissioner from January, 2013 to October, 2017

Register of Deeds from January 1991 to December, 2012

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STRAFFORD COUNTY OFFICERS 2017-2018

COMMISSIONERS

- *George Maglaras, Chairman Dover, N.H.
*Robert J. Watson, Vice Chairman Rochester, N.H.
**Leo E. Lessard, Clerk Milton, N.H.

COUNTY ADMINISTRATOR

- Raymond F. Bower Lee, N.H.

TREASURER

- *Pamela J. Arnold Milton, N.H.

DEPUTY TREASURER

- Jean L. Miccolo Rochester, N.H.

COUNTY ATTORNEY

- *Thomas Velardi Madbury, N.H.

COUNTY SHERIFF

- *David Dubois Rochester, N.H.

REGISTER OF DEEDS

- *Catherine Berube Dover, N.H.

REGISTER OF PROBATE

- *Nancy Sirois Rochester, N.H.

JUDGE OF PROBATE

- Gary R. Cassavechia Rochester, N.H.

CLERK OF SUPERIOR COURT

- Kymme Myers Lee, N.H.

NURSING HOME ADMINISTRATOR

- Raymond F. Bower Lee, N.H.

CORRECTIONS SUPERINTENDENT

- Bruce Pelkie Dover, N.H.

COUNTY PHYSICIANS

- Edwin Charle, M.D. Somersworth, N.H.
Patrick Clary, M.D. Somersworth, N.H.
Lawrence Sanders, M.D. Somersworth, N.H.

**Elected Positions*

***Commissioner Lessard passed away in October of 2017. His term was filled in February of 2018 by Deanna S. Rollo.*

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2017-2018 STRAFFORD COUNTY LEGISLATIVE DELEGATION

Steven Beaudoin	Rochester, N.H.
*Roger Berube.....	Somersworth, N.H.
*Peter Bixby	Dover, N.H.
Wayne M. Burton	Durham, N.H.
Jackie Cilley	Barrington, N.H.
**Casey Conley	Dover, N.H.
Donna R. Ellis.....	Rochester, N.H.
*Timothy Fontneau.....	Rochester, N.H.
*Sherry Frost	Dover, N.H.
Amanda Gourgue	Lee, N.H.
Robert Graham	Milton, N.H.
*Chuck Grassie.....	Rochester, N.H.
Michael Harrington.....	Strafford, N.H.
James Horgan	Farmington, N.H.
*Timothy Horrigan	Durham, N.H.
Thomas L. Kaczynski, Jr.	Rochester, N.H.
*Sandra Keans, Clerk.....	Rochester, N.H.
Hamilton "Dick" Krans, Jr.....	Dover, N.H.
Jody L. McNally	Rochester, N.H.
*John A. Mullen, Jr.....	Middleton, N.H.
Linn Opderbecke.....	Dover, N.H.
Brandon Phinney	Rochester, N.H.
Joseph Pitre	Farmington, N.H.
*Jeffrey C. Salloway	Lee, N.H.
Catt Sandler	Somersworth, N.H.
*Peter Schmidt, Chairman	Dover, N.H.
*Matthew Scruton	Rochester, N.H.
Marjorie Smith.....	Durham, N.H.
*Thomas Southworth	Dover, N.H.
Judith Spang.....	Durham, N.H.
Matthew Spencer	Somersworth, N.H.
*Dale R. Sprague, Vice Chairman	Somersworth, N.H.
Susan Treleaven.....	Dover, N.H.
Len Turcotte	Barrington, N.H.
*Kenneth S. Vincent.....	Somersworth, N.H.
*Janet Wall	Madbury, N.H.
Kurt Wuelper.....	Strafford, N.H.

**Denotes Executive Committee Member*

***Rep. Isaac Epstein resigned from the House of Representatives on 6/30/17;
Rep. Conley was elected to replace him.*

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2017 ANNUAL REPORT OF THE STRAFFORD COUNTY COMMISSIONERS

The year 2017 was full of many high points, and a few low. The most hard-hitting low point this year was the passing of our dear friend and colleague, Leo Lessard. His unexpected death in October created a void on the Board of Commissioners and throughout the County that was impossible to fill. Leo's passion for New Hampshire and most especially his home County of Strafford and for all who live and work here was incomparable. His compassion for his fellow man was evident everywhere he went and showed in his smile, his handshake, his willingness to help, and his presence whenever needed. Leo fought for everything he believed in, but—if forced—he would concede with dignity and grace, until the very end, a Gentleman. Although he will be greatly missed, he will be in our hearts forever.

We therefore dedicate the 2017 Annual Report to Leo E. Lessard, Strafford County Commissioner, 2012-2017, Register of Deeds, 1991-2013, State Senator 1980-1986, State Representative, 1974-1979, Milton Town Moderator, Planning Board Chairman, Budget Committee Member and Selectman, Friend.

In 2017, we continued to work towards the completion of several goals to enhance County services for our citizens and for those we care for at Riverside Rest Home and the House of Corrections, and associated criminal justice and family assistance programs. For the ninth year, we developed a budget that continues our commitment to stay within estimated tax caps for the cities of Strafford County. Since tax caps have been initiated by Strafford County voters in the three cities, we have worked to ensure that County tax increases do not exceed their respective caps.

Strafford County's financial position continues to strengthen. This year, we were able to obtain market based financial tax anticipation note bids, saving County taxpayers several thousand dollars in interest expense. We are proud to announce that for the fourth year in a row, we have been one of the few governmental agencies in New Hampshire to receive the Government Finance Officers Association's Award for Financial Reporting. This award recognizes "fiscal transparency." We would like to congratulate our Finance Department for their continued outstanding work.

Since the County was granted the license to operate the Hyder Family Hospice House as a wing of Riverside Rest Home in the summer of 2015, we have welcomed and cared for over 918 residents. The hospice house is a beautifully constructed and designed building, built in 2006. It is a wonderful asset to the County and surrounding areas for those residents in need of palliative care. Families have been appreciative of the end of life services that have been available at this facility. Finances continue to be at or near break-even rates while providing a valuable service to the community and making the operations of this facility a viable endeavor.

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Along with the other Counties and nursing homes in 2017, we continue to work with the State of New Hampshire Department of Health and Human Services to ensure Medicaid reimbursement for long-term care is not forgotten as Medicaid Managed Care is implemented.

We continue our commitment to provide gap funding for the Homemakers Health Services and Meals on Wheels programs as necessary to assist them in their mission to care for the medically frail and elderly so they can remain in their homes. Due to these agencies' successful operations and assistance, recipients of their services have been able to stay at home longer and thereby delay or negate the need for much more expensive nursing home placement and care. Thanks to the consideration and approval of our County Delegation, we included funding again in the 2017 budget to subsidize these agencies as they required additional funding.

In 2016 Strafford County was chosen to lead one of the seven (7) regions in New Hampshire in the Delivery System Reform Incentive Payment Program (DSRIP), which was designed to find a better way to treat and manage the care of our Medicaid population suffering from behavioral health and drug addiction illnesses. Our territory is the Region 6 Integrated Delivery Network (IDN) and includes all of Strafford County and the eastern half of Rockingham County, the Seacoast area. This all-encompassing five (5) year project is entering Year 3. This year's focus has been identifying State-wide and regional obstacles and planning reforms for these issues. We are very pleased that Mr. Nick Toumpas, retired Commissioner for the State of New Hampshire's Department of Health and Human Services has been our Team Leader on this project. Nick and his staff have done an excellent job of organizing our diverse region for this project. The project is funded in its entirety in a State grant through the Center for Medicare and Medicaid Services (CMS) and no County funds are used. It is our hope that this program, together with other County efforts, will help with the "Opioid Crisis" which continues to drive changes in the Strafford County budget as it affects every aspect of the County's Criminal Justice system operations.

The Family Justice Center continues to be a successful program. Strafford County has New Hampshire's first full-time Family Justice Center. Co-located in the office are victims' and family support services that are available to those in need. The program is grant funded from the Grants to Encourage Policies and Enforcement of Protective Orders through the Office of Violence Against Women (VAWA). The updated and modernized Supervised Family Visitation Program opened in 2014 and since that time has had excellent results in keeping families together. Through grant funding, we have been successful in replicating and expanding this visitation program that was so successful in the past.

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We generated \$7,579,814 in room and board income at the House of Corrections for 2017. Since the new House of Corrections opened in September of 2004, the County has earned over \$73,060,342 in revenues; this is more than three times the cost to build the new jail. When the new facility was opened, there were approximately 200 inmates from the County; in 2017, we have fewer than 130. We have done this by managing our own inmate population and continuing to have space for boarders from other governmental sources, including the Federal Bureau of Prisons, Immigration and Customs Enforcement (ICE), U.S. Marshal's Office, New Hampshire State Prison, and Rockingham County. These contracts help provide the County with a steady source of revenue to offset expenses and help stabilize taxes. In addition to the income earned from boarding inmates from other entities, we also earn additional revenue from transportation of Federal inmates by the Sheriff's Office.

We were able to fix a deficiency at the House of Corrections that was discovered by ICE during a routine inspection. To remedy the deficiency, ICE requested that we divide one of the pods at the House of Corrections into two sections in order to continue to house the immigrant population with different classifications. The renovation allows us to segregate illegal immigrants from illegal immigrants *incarcerated for a crime*. The project was successfully completed in 2017, and as anticipated, we have had a consistent number of Federal inmates boarded at the HOC. The expense of the remodeling work was repaid within three months from boarding income.

The Strafford County Sheriff's Office's continues to assist with several law enforcement functions. Expansion of prisoner transports relating to the House of Correction's boarding efforts; the expansion of "judge time" in the Strafford County Superior Court and therefore, increased Court Security; as well as the Sheriff's Office's key role in establishing the Strafford County Drug Task Force. Although expenses have increased due to these additional functions, the increase in House of Corrections revenue has more than offset these increased expenses, which continues to expand.

We continue to be grateful for the efforts of our Transitional Housing employees who have saved the lives of several occupants of the unit from overdosing on heroin or other opioids. These life-saving efforts provided the impetus for the County to have Narcan available in several areas on the County Complex. This has proved invaluable, especially at such locations as the Courthouse, where a life was saved when an unresponsive person in a vehicle parked in front of the building, who appeared to be overdosing and needed immediate medical attention, was reported by an observant passerby. This was initially provided by Court Security Officers working Security at the main entrance, who used Narcan on the victim and saved their life. Strafford County's Drug Court, Transitional Housing, Community Corrections, and Community Work Programs continue to be the pacesetters in New Hampshire. We have attended several Legislative hearings at which Strafford County criminal justice programming is mentioned as the one to emulate. Our

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Drug Court has more participants than every other New Hampshire Drug Court combined. The expenses of this program are off-set by grant funds.

Once again, we executed economical agreements with the County's three (3) Unions representing employees at RRH, HOC, and the Sheriff's Office, as well as providing an equivalent agreement with non-union employees for 2017. Costs for these agreements were funded in the 2017 budget. Each year, we work with our union representatives to develop agreements that are in the best interest of everyone involved: the County, our employees, and the taxpayers.

We have been experiencing labor shortages at RRH, Hyder Family Hospice House, and the HOC; the challenge of attracting qualified staff has been an on-going issue for the past few years. We put in place a multi-year plan for staff attraction and retention and so far, the outcome for attracting staff has been positive and we are working to focus on retention. During Union negotiations, particular attention and resources were devoted to providing market-based salary adjustments for Corrections staff and nursing staff, necessary not only to attract, but to retain qualified staff in both of those employment areas. Staff in these areas is key to maintaining our boarding agreements at the House of Corrections and in caring for the residents at Riverside Rest Home and the newly re-opened Hyder Hospice House wing.

We are proud of all the Strafford County employees and of the excellent work they do. We continue to be blessed to have a dedicated group of individuals in our employ. Their loyalty and dedication to help keep costs low and the level of service high, together with their work ethic are greatly appreciated. We wish to thank all our Elected Officials and department heads who continue to help us find operational efficiencies through cost-reducing measures, and our dedicated employees and volunteers for their continued loyalty to the County and its residents. Together we will continue to work towards attainable goals through the effective system of County government.

Respectfully submitted,
BOARD OF COUNTY COMMISSIONERS

George Maglaras



George Maglaras, Chairman

Robert J. Watson



Robert Watson, Vice Chairman

Leo E. Lessard



Leo E. Lessard, Clerk
In Memorium,
January – October, 2017

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2017 ANNUAL REPORT OF THE STRAFFORD COUNTY TREASURER

~Your County – Your Future~

I would like to take this opportunity to extend my personal thanks to everyone that contributes to the operations of the County by serving on a board, a committee, and especially to all the citizens who take time to participate in County government affairs. I thank all the departments for their courtesy and cooperation. I wish to thank the Commissioners for their support and insight. We work very closely to ensure that we invest the County's funds safely.

The County's funds in all accounts are fully protected by a letter of credit held at the Federal Home Loan Bank of Pittsburgh, Pennsylvania, and the Federal Deposit Insurance Corporation (FDIC).

In closing, I wish to reiterate my appreciation to the County Delegation for their support. This cooperative atmosphere allows the best possible service to all the taxpayers of Strafford County.

Respectfully submitted,

Pamela J. Arnold

Pamela J. Arnold

Strafford County Treasurer

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2017 APPROPRIATIONS

<u>JUSTICE & ADMINISTRATION</u>	<u>2017 APPROPRIATION</u>
Administration.....	463,858.99
County Attorney	1,580,246.30
Domestic Violence Prosecution Unit	523,160.06
Child Advocacy Center (CAC)	130,992.66
Register of Deeds.....	635,049.88
Sheriff.....	2,099,345.72
Dispatch	885,580.01
Medical Examiner	35,000.00
J&A Maintenance	391,706.90
Medicaid Costs.....	11,239,801.00
Integrated Delivery Network	4,065,274.00
Court Jester Café.....	106,112.74
Department of Corrections.....	11,785,382.24
Community Corrections.....	700,675.77
Supervised Visitation Program	209,525.61
HOC Laundry	30,500.00
Drug Court.....	496,323.56
Transitional Housing Program	290,439.89
Jail Industries Program Contracts.....	150,001.00
Jail Industries Program	225,285.90
Debt Accounts	2,400,820.00
Insurances-J&A.....	2,915,071.00
Nutrition Program-Meals on Wheels.....	24,000.00
Homemakers Health Services	72,500.00
Conservation District	58,000.00
Cooperative Extension.....	139,498.00
COAST Transportation	45,082.00
County Convention.....	9,000.00
Employee Appreciation.....	7,000.00
Tuition Assistance.....	4,000.00
Contingency.....	11,000.00
Sheriff's Contract Negotiations.....	10,000.00
Capital Expense-J&A & Deeds	399,958.00
TOTALS - J&A:	42,140,191.23

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2017 APPROPRIATIONS CONTINUED

<u>RIVERSIDE REST HOME</u>	<u>2017 APPROPRIATION</u>
Administration	1,284,452.74
Management Information Systems	890,036.79
Purchasing.....	112,934.93
Dietary.....	2,430,940.78
Nursing.....	9,691,828.05
Socio-Behavioral Unit	1,225,829.95
Resident Services.....	164,948.76
Maintenance	1,409,090.00
Laundry & Sewing.....	490,587.00
Housekeeping	1,062,792.00
Physician & Pharmacy.....	430,993.00
Staff Development	184,987.00
Rehabilitation Services.....	616,926.00
Activities.....	635,571.00
Occupational Therapy.....	44,671.90
Social Services	487,465.58
Insurances-RRH.....	3,872,772.00
Capital Expenses-RRH	<u>338,696.00</u>
TOTAL OPERATING EXPENDITURES – RRH	25,375,523.48
TOTAL OPERATING EXPENDITURES.....	67,515,714.71
REVENUES.....	36,656,019.00
PRIOR YEAR SURPLUS:	0.00
AMOUNT TO BE RAISED BY TAXATION:.....	30,859,695.71

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2017 ESTIMATED REVENUES

<u>REVENUES</u>	<u>2017 ESTIMATE</u>
RRH	20,599,959.00
Registry of Deeds	975,000.00
Sheriff-Deputy Fees.....	240,000.00
Leased Office Space.....	609,278.00
Leased Land	7,000.00
Accounting Service.....	177,283.00
Bailiff Reimbursement.....	380,000.00
Registry of Deeds Equipment Fund.....	35,000.00
Town Prosecution.....	60,900.00
Work Industry Contracts.....	150,000.00
Integrated Delivery Network (IDN)	4,065,274.00
Jail Income	6,551,663.00
Room & Board-HOC	25,000.00
Laundry Reimburse from RRH	140,000.00
Jail Industries Commissary.....	175,000.00
Community Corrections Fees.....	120,000.00
Inmate Phone Commissions	40,000.00
U.S. Marshal Transports.....	675,000.00
Interest Earned	5,000.00
Child Advocacy Center (CAC) Grants.....	27,200.00
Therapeutic Community Grant.....	10,000.00
Domestic Violence Project Grant	170,000.00
Domestic Violence STOP VAWA Grant.....	30,000.00
Supervised Visitation Program Grant	199,045.00
Victim's Assistance Work Release.....	7,000.00
Correctional Industries	35,000.00
Employee Cont.-Health - J&A.....	519,716.00
Miscellaneous Income.....	100,000.00
State of NH Drug Court.....	415,201.00
Drug Court Fees	8,000.00
Meal Income-Court Jester Café.....	103,500.00
TOTALS:.....	36,656,019.00

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2017 FINANCIAL REPORT OF STRAFFORD COUNTY GOVERNMENTAL FUNDS BALANCE SHEET

ASSETS

Cash and cash equivalents	9,250,162.00
Accounts Receivable, net.....	2,429,680.00
Due from Other Governments, net.....	4,848,559.00
Due from Other Funds	9,554,567.00
Prepaid Items.....	<u>108,121.00</u>

Total Assets..... 26,191,089.00

DEFERRED OUTFLOWS OF RESOURCES

Total Deferred Outflows of Resources.....0.00

Total Assets and Deferred Outflows of Resources... 26,191,089.00

LIABILITIES

Accounts Payable	854,733.00
Accrued Expenses	771,624.00
Retainage Payable.....	9,072.00
Due to Other Governments.....	5,128,167.00
Advances from Grantors.....	9,000.00
Unearned Revenue	137,266.00
Due to Other Funds	<u>9,531,212.00</u>

Total Liabilities..... 16,441,074.00

DEFERRED INFLOWS OF RESOURCES

Total Deferred Inflows of Resources.....0.00

FUND BALANCES

Non-spendable	108,121.00
Restricted.....	9,558,583.00
Assigned	32,964.00
Unassigned	<u>50,347.00</u>

Total Fund Balances..... 9,750,015.00

Total Liabilities, Deferred Inflows of
Resources and Fund Balances..... 26,191,089.00

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2017 COUNTY TAX APPORTIONMENT

<u>City/Town</u>	<u>Proportion of Tax</u>	<u>Amount of Tax</u>
Barrington	8.3965%.....	2,591,126.00
Dover	28.2367%.....	8,713,747.00
Durham	9.3656%.....	2,890,189.00
Farmington.....	3.9492%.....	1,218,716.00
Lee	4.1096%.....	1,268,195.00
Madbury	2.0778%.....	641,206.00
Middleton	1.4322%.....	441,987.00
Milton	3.4309%.....	1,058,763.00
New Durham	3.8545%.....	1,189,492.00
Rochester	20.6446%.....	6,370,876.00
Rollinsford.....	2.3759%.....	733,196.00
Somersworth	7.7196%.....	2,382,236.00
Strafford	<u>4.4069%.....</u>	<u>1,359,967.00</u>
Totals:100.0000%.....	30,859,696.00

AUDITORS' SCHEDULE OF FINDINGS AND RESPONSES Year Ended December 31, 2017

Status of Current Year's Findings: There were no findings in the year 2017.

Vachon Clukay & Company, P.C., Certified Public Accountants
2017 Strafford County General Purpose Financial Statements as of December 31, 2017.

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2017 ANNUAL REPORT OF THE STRAFFORD COUNTY ATTORNEY

The Office of the Strafford County Attorney is responsible for overseeing the prosecution of all criminal cases in the County. See RSA 7:6 and 7:34 (the County Attorney serves as the Attorney General's representative in Strafford County, for the purpose of "enforc[ing] the criminal laws of the State"). Thus, the County Attorney represents the interests of the State of New Hampshire in all criminal cases in Strafford County (with the exception of homicide cases, over which the Attorney General's office has exclusive jurisdiction). This function involves directing and/or reviewing criminal investigations undertaken by local and State Police; presenting evidence before the Grand Jury; researching and responding to motions filed with the Court; attending depositions of witnesses and pretrial motion hearings; preparing witnesses for deposition, hearing, or trial; presenting the State's case at trial; arguing the State's position at the sentencing hearing; and representing the State in various post-conviction proceedings, such as sentence review, motions for new trial, habeas corpus petitions and petitions to annul.

The second responsibility of the County Attorney is to serve as legal counsel for Strafford County. This obligation also has its origin in RSA 7:34. To fulfill this duty, the County Attorney may, upon request of the County Commissioners, represent the County's interest in civil litigation in State and/or Federal Court. Also upon request, the County Attorney will advise County officials on legal matters, and act as a legal resource for the County's legislative delegation, advising its members of the legal implications of proposed legislation.

The County Attorney's office has other duties that are prescribed by statute, including responding to untimely, suspicious, or unattended deaths and ordering that autopsies be performed where appropriate; and initiating proceedings to effectuate the return of fugitives or witnesses to this State or to another State upon its request. In addition, as an elected public official, the County Attorney has a duty to improve the quality of justice and assist in expanding public awareness and understanding of our legal system. The County Attorney meets this responsibility by speaking before civic and public organizations upon request, and by serving on committees and boards devoted to improving the legal system and law enforcement policies and procedures. The County Attorney is also involved in promoting legislation designed to improve the criminal justice system, and/or testifying about legislation that affects law enforcement or victims.

The County Attorney's office has a Victim Assistance Program to help victims and witnesses with the criminal justice process. This program is designed to reduce the confusion and fear that people often experience when they become involved in a criminal case. The job of the victim/witness assistants is to inform victims about every phase of the criminal prosecution, and to ensure that they have input into the disposition of the

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cases involving them. The Victim Assistance Program in Strafford County is unique in the State in that the director and coordinator of the program are trained in conducting interviews with children and adult victims of physical or sexual abuse or assault. To protect such victims from multiple interviews, and to protect the integrity of the investigations, Strafford County has long followed a protocol requiring that such victims be interviewed only once, on videotape, in the County Attorney's office. This protocol has been successful in protecting victims from being "re-victimized" by the court process. It has also been an invaluable tool in screening cases that should not be prosecuted and laying the groundwork for a successful prosecution in cases that are pursued.

The Strafford County Attorney has a Chief Investigator on staff, whose primary responsibility is to conduct any follow-up investigation required on felony cases. The Chief Investigator assists the office's prosecutors in trial preparation where necessary, including locating witnesses for trial. The Chief Investigator has also conducted investigations in public integrity cases that have been referred to the County by the Attorney General's office, and for local police departments within the County where there is a conflict that prevents the local agency from undertaking the investigation. In addition, the Investigator has conducted internal investigations for the County at the request of the County Commissioners. The Chief Investigator also coordinates and assists in conducting training programs offered by the County Attorney's office to all law enforcement agencies in the County.

The County Attorney's office prosecutes misdemeanor domestic violence cases in the Circuit Court for all of the County's 14 police departments, and for the State Police. Three attorneys are assigned to handle these cases and juvenile cases while they are in Circuit Court. In addition, there are two victim/witness assistants assigned to assist victims in the domestic violence cases in Circuit Court. In prosecuting the domestic violence cases, the County Attorney's office works as part of a broader Family Justice Center for Strafford County, the goal of which is to utilize a multi-disciplinary approach to the problem of domestic violence by all involved agencies, including police departments, the Department of Corrections, Strafford County Community Corrections, Haven, and the Division of Child and Youth Services. The County Attorney has a Domestic Violence Investigator on staff, who assists the prosecutors and local police departments in misdemeanor domestic violence cases in much the same way as the Office's Chief Investigator does in felony cases. The DV Investigator has also worked on developing proactive measures aimed at reducing domestic violence in the County by increasing community monitoring. Federal grant funds have allowed the County to fund projects within the participating communities for videotaping domestic violence crime scenes and victim/witness statements for later use in court, in an effort to improve the quality of prosecutions.

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The County Attorney's office is active in advising local officials in many areas of the criminal law. As set forth above, the County Attorney continues a policy of having a prosecutor available 24 hours a day to advise and assist the County's 14 police departments, Troop A of the State Police, and the Drug Task Force on legal issues that arise in the course of their investigations. The Superior Court Victim Assistants are also available 24 hours a day to consult on sexual assault cases and schedule forensic interviews of victims. The County Attorney's office continues to offer law enforcement trainings as often as possible for police departments within the County. Domestic Violence trainings are offered at least twice each year.

The County Attorney remains actively involved in the first adult Drug Court in New Hampshire. This program represents a cooperative effort between law enforcement, prosecution, defense, treatment professionals, the Court, and the County to take criminal cases that arise from drug addiction out of the regular court system and into a system where treatment and cure of the addiction is the focus. This is part of continuing efforts by many partners in the criminal justice system to reduce incarceration rates without jeopardizing community safety. In the same light, the County Attorney, in conjunction with the Community Corrections Program, Community Partners and the Public Defender's Office participate in a Mental Health Court in the Rochester Circuit Court. The County Attorney sits on the Rochester Circuit Court Mental Health Court team, which represents another innovative approach to rehabilitating criminal offenders at the least expense to the taxpayer.

A separate initiative originating from the County Attorney's Office is the Habitual Offender Academy Program. This program allows persons convicted of non-DWI Habitual Offender cases to serve their sentence on an electronic monitor while working with Academy staff to regain their legal driving status. Until recently, the participants would be serving a mandatory minimum jail sentence costing the taxpayer money and doing nothing to rehabilitate the defendant or reducing recidivism. The Habitual Offender Academy represents another partnership between the County Attorney, House of Corrections and Community Corrections staff.

The County Attorney's Office is also partnered with a full-time Child Advocacy Center (CAC) for Strafford County. The CAC was officially opened in the fall of 2006. The CAC provides a separate, child-friendly space where children who are alleged victims of abuse or abusive crimes can be interviewed on videotape by a trained forensic interviewer. Through the efforts of the CAC Coordinator, the CAC is also a meeting place where representatives from the Center's partner agencies (law enforcement, DCYF, medical and mental health treatment providers, etc.), can discuss and monitor cases brought to the CAC to ensure that proper referrals and follow-up are conducted to obtain necessary

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services for the victim and his/her family, and to make the victim's involvement with the courts less traumatic. The CAC has gained national recognition as a fully accredited center after rigorous review by outside experts. We are very proud of this program, and the many families that have been assisted by this service.

Respectfully submitted,

Thomas P. Velardi

Thomas P. Velardi
Strafford County Attorney

STRAFFORD COUNTY 2017 ANNUAL REPORT

2017 ANNUAL REPORT OF THE STRAFFORD COUNTY SHERIFF'S OFFICE

R.S.A. 104:5 Duties: He by himself or his deputies shall serve and execute all writs and other precepts to him directed, issuing from lawful authority; and shall perform the duties of Crier of the Superior Court. The Strafford County Sheriff's Office performs civil process service throughout the County, provides prisoner transports and security while in the Courtroom and has a responsibility for transporting Involuntary Emergency Admission (IEA) patients to their appropriate destination.

The Sheriff's Office continues to investigate and apprehend fugitives from justice; investigate felony capias, domestic warrants and small claims warrants with the New Hampshire Joint Fugitive Task Force. The Sheriff's Office assists the United States Federal Agencies in the execution of federal responsibilities through contracts with Strafford County. The office supports local law enforcement with the investigation of conflict matters for both criminal and internal investigations. The Drug Task Force is made up of county and local law enforcement and continues to be successful. Our office received an \$87,950.00 grant for the Granite Shield funding. All Operational Areas of Administration, Transportation, Dispatch Center, and Investigations, remain on high levels of activity during 2017.

The Sheriff's Office also continues to provide search and rescue services for Strafford County and beyond with the use of the Bloodhound Unit. The dedication of this Unit is instrumental in developing the potential of finding lost or runaway children and lost or missing elderly people. The Unit also regularly provides assistance to local Law Enforcement Agencies in criminal matters related to the apprehension of criminal offenders.

The following is a breakdown of services provided and revenue returned to Strafford County in 2017:

Number of Prisoner Transports (SCHOC & Federal):	2866
Number of ICE Transports (Immigration & Customs Enforcement):	1654
Number of Investigations:	320
Number of Civil Process Services:	5227
Civil Process Revenue Returned to County:	\$ 183,782.26
Courthouse Perimeter/Prisoner Custody & Control:	\$ 321,864.46
Prosecutor Revenue Received from five (5) Towns:	\$ 57,900.00
Federal Reimbursement:	\$ 676,325.54
Sheriff's Office Operating Budget:	\$ 2,043,606.00

STRAFFORD COUNTY 2017 ANNUAL REPORT

We are pleased to report that during 2017:

The following were added to our capabilities/systems:

- Up on Facebook with an Office Page
- PREA Certified Investigators to conduct required Jail Investigations
- Office Accredited through CALEA, first county agency in state!
- Add Trained Investigator to Technical Accident Reconstruction Team
- Polygraph Services re-established
- Created Training Officer Position to address State mandated training matters
- Implemented Resilience Training for all
- E-Ticket Capability IMC for agencies using our dispatch center
- Assigned LE Rep to Drug Court Advisory Team
- Upgrade to camera and door security for Justice building
- Why Statement - Culture Change
- Portable Repeaters to Tac Team and County
- Expanded Transport Fleet by Two (2) Vans
- Upgraded Security for building entry
- Added 2nd Position at Back Up Communications Center
- Ventilated Evidence Room

The Sheriff's Office continues to provide personnel who dispatch for Barrington Police; Durham Police and Fire; Rollinsford Police; Milton Police; Farmington Police, Fire and Ambulance; New Durham Police and Fire; Middleton Police, Fire and Ambulance; Strafford Police and Lee Police. Furthermore, Strafford County provides secondary 911 Dispatch back up for the cities of Dover, Somersworth and Rochester. Calls for service in 2017 totaled 82,849. While this number reflects a decrease of 830 calls for service from 2016, the number is misleading as to the workload in the dispatch center. The decrease is due in large part to less officer initiated activity such as motor vehicle stops and an increase in higher priority, high severity emergency calls. The total operating budget for the Dispatch Center for 2017 was \$885,580.01.

We are fortunate to enjoy the support of our County Delegation, the County Commissioners and our County Administrator in completion of our mission to provide public safety services for the people of Strafford County. I applaud the entire staff of the Office for continued dedication and engagement in the important work we do.

Respectfully submitted,

David G. Dubois

Sheriff David G. Dubois

Strafford County Sheriff's Office

STRAFFORD COUNTY 2017 ANNUAL REPORT

2017 ANNUAL REPORT OF THE STRAFFORD COUNTY REGISTER OF DEEDS

Pursuant to NH RSA 478:1, the Register of Deeds is responsible for the management and protection of the public record and the documents it contains. NH RSA 477:3-a, more specifically sets forth that documents that affect title to any interest in real estate, with the exception of probate records and tax liens, should be recorded in the Registry of Deeds and if not recorded, may not be effective as against any bona fide purchaser of value. The preservation of land records is the underpinning of property ownership and is vital to the chain of title under New Hampshire's traditional land recording system pursuant to state statute.

Income to Strafford County from the Registry of Deeds for 2017 was \$1,088,488.03, which is \$9,201.97 less than in 2016. Income to the state of New Hampshire for 2017, from the Strafford County Registry of Deeds was \$11,110,664 which is an increase from 2016 by \$409,397. This represents \$329,520 in Land and Community Heritage Investment Program (LCHIP) fees and \$10,781,144 in Real Estate Transfer Tax (RETT). Counties retain 4% of the RETT and LCHIP collected on behalf of the state of NH, therefore \$444,426 of the income from the Registry of Deeds to the Strafford County was from the collection of RETT and LCHIP. In Strafford County, foreclosures were down by 26 in 2017 as compared to 2016. There were 126 foreclosures in Strafford County in 2017. In 2016 there were 152 foreclosures.

The Registry of Deeds' office continues to undertake an archival project to preserve documents to microfilm. Microfilm continues to remain the most reliable and recommended form of archival preservation in addition to back-up on servers. The Registry remains committed to preserving historical documents and records. In light of this goal, it is anticipated that nine books will be restored and preserved in 2018. Currently 178 books have been restored and preserved. The first book that has both handwriting and type is Book 376 (1915). It is anticipated that books that have been typed will not require restoration; therefore, based upon this, after 2018 approximately 189 books remain to be restored and preserved.

Tapestry continues to be a service provided by the Strafford County Registry of Deeds. Tapestry is a service that is provided for users/consumers to order and print documents from the convenience of their own home or office without having to open an account with the Registry. In 2017 Tapestry brought in \$8,728 in income to Strafford County from the Registry of Deeds. It is not necessary for users to use Tapestry to obtain documents. It is only for those who want the convenience of not having to open an account. There is no charge, however, to open nor to maintain an account with the Strafford County Registry of Deeds. The only cost is for the copies printed.

STRAFFORD COUNTY 2017 ANNUAL REPORT

A fire suppression system will be installed in the Registry of Deeds in 2018 in an effort to be more proactive in preserving and protecting the many historical documents owned by Strafford County which date back to 1772.

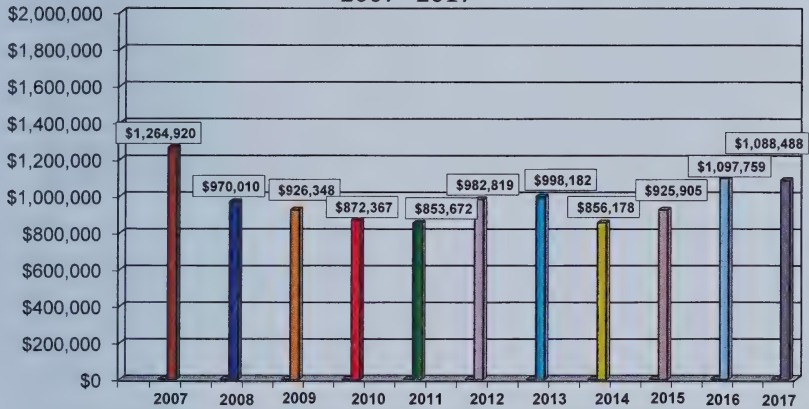
Currently, recorded documents in the Registry are on line for viewing dating back to 1898. In 2018, we will work to place documents from the 1800's onto the Registry website for viewing remotely. <http://www.nhdeeds.com/strafford/StHome.html>. Miscellaneous historical plans that have been deposited in the Registry for informational purposes only will be copied and provided to the NH State Archives. The originals will be maintained in Strafford County. Approximately 45% of recordings are currently performed through e-recording/filing. This is a cost effective convenience for users of the Strafford County Registry of Deeds.

REVENUES

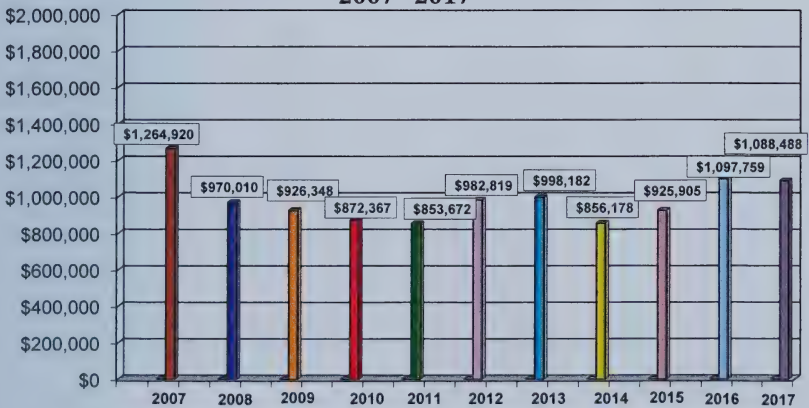
<u>Year</u>	<u>To State</u>	<u>To County</u>	<u>Total</u>
2006	\$ 9,896,684	\$1,495,355	\$11,392,039
2007	\$ 9,457,638	\$1,264,920	\$10,722,558
2008	\$ 6,964,331	\$ 970,010	\$ 7,934,341
2009	\$ 5,225,183	\$ 926,093	\$ 6,151,276
2010	\$ 5,145,037	\$ 872,367	\$ 6,017,404
2011	\$ 5,890,543	\$ 853,672	\$ 6,744,215
2012	\$ 6,847,662	\$ 983,474	\$ 7,831,136
2013	\$ 7,298,786	\$ 998,744	\$ 8,297,530
2014	\$ 7,650,753	\$ 856,178	\$ 8,506,931
2015	\$ 8,339,970	\$ 925,905	\$ 9,265,875
2016	\$10,701,267	\$1,097,690	\$11,798,957
2017	\$11,110,664	\$1,088,488	\$12,199,152

STRAFFORD COUNTY 2017 ANNUAL REPORT

**STRAFFORD COUNTY REGISTRY OF DEEDS
TOTAL INCOME TO THE COUNTY
2007 - 2017**



**STRAFFORD COUNTY REGISTRY OF DEEDS
TOTAL INCOME TO THE COUNTY
2007 - 2017**



STRAFFORD COUNTY 2017 ANNUAL REPORT

DOCUMENT COUNT BY TYPE AND LOCATION

01/01/2017 through 12/31/2017

Location	Deeds	Mortgages	Foreclosures	Liens	Discharges	F. Stats	Plans	*Total
Barrington	461	408	11	38	150	4	29	1,101
Dover	970	1,126	13	59	421	33	85	2,707
Durham	237	231	5	8	79	4	12	576
Farmington	326	273	13	29	88	2	6	737
Lee	160	177	2	10	58	3	7	417
Madbury	64	87	0	12	26	1	12	202
Middleton	103	96	0	13	27	2	0	241
Milton	255	171	8	19	59	4	6	522
New Durham	185	141	5	13	53	1	8	406
Rollinsford	97	107	3	4	37	1	9	258
Rochester	1,290	1,115	44	160	422	43	54	3,128
Strafford Cty	24	20	1	304	3,264	87	0	3,700
Somersworth	407	419	13	47	165	13	9	1,073
Strafford	174	192	8	10	56	3	12	455
Totals	4,753	4,563	126	726	4,905	201	249	15,523

*The actual document count for 2017 is 20,672. The difference of 5,149 represents documents that do not fall into the categories listed above.

YEARLY FORECLOSURES 2006 THROUGH 2017

Year	Foreclosures	Year	Foreclosures
2006	119	2007	229
2008	313	2009	354
2010	420	2011	374
2012	371	2013	277
2014	201	2015	182
2016	152	2017	126

Respectfully submitted,

Catherine A. Berube

Catherine Berube

Register of Deeds, 2017-2018

STRAFFORD COUNTY 2017 ANNUAL REPORT

2017 ANNUAL REPORT OF THE RIVERSIDE REST HOME ADMINISTRATOR



Riverside Rest Home is a 229-bed nursing facility established to care for the medically frail and elderly of Strafford County. Almost all of our residents are financially destitute due to the costs of medical care associated with their illness(es). As part of its operations, Riverside Rest Home manages 62 beds spread over two nursing units dedicated to caring for people with Alzheimer's disease and related disorders, a twenty-two (22)-bed unit for residents who are challenged by behavior problems, and a fourteen (14) bed hospice unit. Our facility has an excellent reputation for the care given by our caring, professional staff.

Consistent with Riverside Rest Home's mission, we continue to respond to many community crises in 2017. Riverside staff skillfully assists with these emergencies by helping with placements for community-based services or in Riverside if necessary. This policy, as authored by the Strafford County Commissioners, offers Riverside Rest Home staff the flexibility to handle a wide range of clients with admission criteria based on "how safe" a citizen is in their current living situation.

Community activities are an important part of continuing the connection between the resident and their home town. Many of these activities are events the residents participated in before coming to Riverside. Here is a list of most of the activities held throughout 2017:

- 30% of Residents Voted in Election
- 9/11: Make and Deliver Breakfast Items to Fire Stations and Police Departments
- Apple Crisp Day
- April Party with Victory Club
- Armchair Travel to Different Counties
- Attend Flag Day ceremonies
- Barbecues
- Baseball Games
- Billiards
- Bingo Game Night w/Spaulding High School Honor Society and Other Schools
- Boat Trips
- Boscawen Veterans' Cemetery Trip
- Bowling
- Boy Scouts Game Night with Residents
- Breakfast Club
- Buddy Art with Farmington Elementary School
- Carnival Day of Fun Activities
- Cat Therapy

STRAFFORD COUNTY 2017 ANNUAL REPORT

- Children's Fashion Show with Staff's Children and Children in Motion Day Care
- Christmas Parties - 2
- Christmas Fair & Bake Sale
- Christmas Tree Shop Trips
- Church Services Twice a Week
- Clothing Show
- Community Jigsaw Puzzles-Main Lobby
- Community Partners Join Residents for Music Therapy
- Computer Classes/assist
- Concerts on the Commons, Rochester, Prescott Park, Portsmouth, Cocheco Park, Dover
- Cooking Group
- Dance Exercise Group
- Day of Caring w/St. Thomas Aquinas High School
- Dinners Out to Restaurants
- Doll Shows
- Dunkin Breakfast Group
- Easter Egg Hunt with Staff's Children and Children in Motion Day Care
- E-Mails to Family & Friends
- Eucharistic Minister
- Exercise Groups
- Family/Friends Weddings, Funerals, Parties, Camp, etc.
- Fishing Trips
- Fondest Wish Individualized Outings
- Football Games
- Flag Retirement Ceremony-RRH Hosts
- Fox Fun Mall Trips
- Gardening Club
- Gardening
- Halloween Party
- Henry Wilson School Interaction
- Holiday Celebrations with Party and Decorations on Each Unit
- Ice Cream Smorgasbord
- Ice Cream Trip
- Indian Head Resort
- Individuals Programs to Visit and Socialize with Family and Friends in the Community
- Inter-generational Programs
- Karaoke
- Leprechaun Visits
- Liberty Day: Volunteers Work on Gardens with Residents
- Live Entertainment
- Make Cards for Troops Overseas
- Makeovers and Manicures
- Meal of the Month
- Men's Craft group
- Men's & Ladies Groups
- Men's Weekly Group with Stan
- Mike's Coffee Chat
- Mobile Library
- Morning Coffees and Afternoon Teas
- Museum Trips
- Music Therapy
- Music Therapy Unit 1A & B and Unit 5
- Name That Tune Program
- National Nursing Home Week in May
- New England Telephone Pioneer Party
- New Year's Party
- Newspaper Group
- October Fest
- One-on-One Activities w/ Residents
- Oxford Casino Trips
- Parkinson Group Meetings
- Participation in Memorial Day and Veterans Day Parades in Rochester
- Pet Therapy-All Units
- Photography Club
- Planting Vegetable & Flower Gardens
- Poker and Cribbage Night
- Programs provided by the Elks and Emblem and Victory Clubs
- Quilting Group
- Red Hat Group
- Refinish Small Piece of Furniture for Craft Fair
- Resident Council

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- Topsfield Fair with 175 Residents Participating
- Roving Entertainers
- Santa and Mrs. Claus Visits
- Scrapbooking Group
- Sewing and Art Group
- Shopping Trips
- Small Group Activities
- Special Art Group
- Special Events County Cities and Towns
- Special Fun Days: Tree Festival; Flamingo Day, Marshmallow Day, and many more
- Special Luncheon Club
- Special One on One Visits w/Music Therapist
- Special Small Groups weekly on Units
- Spirituality Group
- Spring Fling
- St. Patrick's Day Party
- Storyteller(s)
- Strawberry Festival
- Super Bowl Party
- Theater and Movie Matinee trips
- Themed Bingo
- Tilton Nursing Home for Vet's
- Topsfield Fair, Massachusetts
- Trick or Treat with Children in Motion Day Care and Staff's Children
- Trips to Camp Waban all Summer
- Trips to McLaughlin Home in Alton
- Twin Rivers Casino
- United Way Day of Caring Special Events for Residents
- Valentine's Day Parties
- Veterans' Group
- Veterans' Luncheons and Trips
- Vets Meet Vets Monthly Meeting
- Victory Club Special Parties – 2
- Visits to State Parks and Beaches
- Wheelchair Car Wash
- Wii Game System
- Winter Blahs Party
- Winter Olympics/Winter Carnival
- Woodworking, Ceramics, Flower Arranging, and General Craft Classes
- Word, Card and Board Games
- And many, many other activities on a daily and evening basis, seven days a week

Under the direction of the Center for Medicare and Medicaid Services (CMS), a division of the United States Department of Health and Human Services, State inspectors conducted the annual survey of Riverside Rest Home. We passed with flying colors and continue to strive to provide the best possible care to our residents each and every day. We hope you will join me in thanking all Riverside employees for their diligence in providing the best care possible. It's nice to see that County tax dollars are being spent for high quality care. We continue to be very pleased with our relationship with our hospice providers throughout the facility and at the Hospice House. Approximately 90% of RRH residents who die at the facility receive the benefits of this excellent program. Hospice employees assist RRH staff in managing resident end-of-life care and preparing families for the challenges associated with losing a loved one. There have been over 918 admissions to the hospice unit since the County took over operations in the summer of 2015. We have a very active volunteer/fundraiser group associated with the hospice unit, the Friends of Hyder Family Hospice House. This group raises money to help provide the extras that make the end of life journey for our hospice residents more comfortable.

In closing, I would like to recognize the excellent staff of Riverside Rest Home. The high level of family satisfaction and excellent State inspection results would not be possible without the outstanding work done by the entire management team and staff at Riverside. I want to make special mention of our Director of Nursing, Tracy DiCicco, who passed away in the summer of 2017. Tracy was an outstanding employee and an exemplary nurse, who provided the best possible care to both our residents and her staff. She had the respect and loyalty of everyone she worked with and for. She will remain in our hearts for many years to come. I would also like to thank our excellent nursing staff, as well as all the dedicated department heads and employees of the rest home for their dedication and hard work and the Strafford County Commissioners for providing guidance, direction, and support. With everyone's continued efforts, coupled with the support of the Strafford County Delegation, Riverside will continue to provide excellent care to the elderly of Strafford County.

Respectfully submitted,

Raymond F. Bower

Raymond F. Bower, Administrator
Riverside Rest Home

2017 ANNUAL REPORT OF THE
STRAFFORD COUNTY DEPARTMENT OF CORRECTIONS



The year of 2017 was our 13th year of operating the new jail. The amount of direct payments from inmate boarders rose to \$7,460,012.00 in 2017. All boarding revenues are deposited in Strafford County's General Fund and play an important role in keeping taxes down for the citizens in the communities we serve. Our average daily population for the year was 401 inmates, a decrease from 438 in 2016 with a monthly break down as follows:

January:	435.84	February:	445.75
March:	430.81	April:	429.23
May:	427.58	June:	415.83
July:	391.71	August:	366.84
September:	377.10	October:	355.90
November:	365.13	December:	375.97

We booked 4,712 people in 2017 (slightly higher than the 4,608 people in 2016) which included 3,785 males, 924 females and 3 categorized as other. Of those, 1,835 were inmates held for Strafford County; 1,511 were pre-trial, and 324 were sentenced. There were 252 females held for the following facilities:

N.H. State Prison	98	Rockingham County	74
Hillsborough County	17	Carroll County	11
Merrimack County	1		
Federal Bureau of Prisons	51		

There were 1,095 males incarcerated for the following facilities:

NH State Prison	198	Rockingham County	44
Hillsborough County	15	Belknap County	8
Carroll County	6	Merrimack County	16
Federal Bureau of Prisons	808		

A total of 853 Protective Custody Offenders were processed in 2017. The breakdown is as follows:

Males	635	Females	218
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We currently have contracts to house inmates for Immigration and Customs Enforcement, the U.S. Marshals Service for Maine, New Hampshire, Vermont and Massachusetts, the New Hampshire State Prison for Women, and Rockingham County. We also exchange inmates with other counties as needed to keep co-defendants separate or eliminate other conflicts of interest.

Promotions and Recognitions

Assistant Superintendent of Administration: Captain Gwen Weisgarber

Assistant Superintendent of Security: Captain Robert Hayden IV

Director of Training: Sergeant Leonard Nadeau

Shift Sergeant: Sergeant Brent Chapple

Shift Sergeant: Sergeant Joseph Darko-Mensah

Shift Corporal: Corporal Gillaen Nadeau

Shift Corporal: Corporal Diane Lavrentios
Shift Corporal: Corporal Kyle Chadbourne
Field Training Officer: FTO Kelly-Ann Devaney
Field Training Officer: FTO Anthony Jensen
Central Control Officer: Officer Patrick Shinn
Central Control Officer: Officer Corey McGuigan
Booking Officer: Officer Rafael Jose De Sao
Unit Case Manager: Officer Joshua Boswell
Classifications Officer: Officer Bruce Goutier
SRT Team Leader: Sgt. Joseph Darko-Mensah
SRT Team Leader: Officer Brian Veit
Selected SRT Member(s): Officer Anthony Jensen

NHAC Correctional Academy Graduates

104th- Rafael Jose De Sao, Anthony Jensen, Kelly-Ann Devaney, Emma Paculli
105th- Jaqueline Valentine, Corey McGuigan
106th- Patrick Tridenti, Chelsey Blake, Taylor Sims
107th- Moses Nyumah, Kyle McLachlin

We held our annual Employee Recognition Banquet in May of 2017. The following employees received recognition for their achievements in 2016:

Meritorious Service: FTO Laura Drew
Lifesaving Award: Officer Kathy Thibeault/ Nurse Melanie Coleman/ Booking Officer Donovan Newman/ Officer Anthony Jensen/ Nurse Dawn Dow
Humanitarian Award: Officer Ann Fournier
Rookie of the Year: Officer Corey McGuigan
Innovation Award: Corporal Matthew Downs
Employee of the Year: FTO Dianne Lavrentios
Supervisor of the Year: Lieutenant Donna Roy
Officer of the Year 1st Shift: Officer Gillaen Nadeau
Officer of the Year 2nd Shift: Control Officer Thomas Jenkins
Officer of the Year 3rd Shift: Officer Anthony Jensen
Employee of the Year Administrative Support: Officer Ann Fournier
Employee of the Year Administrative Support Community Corrections: Denise Morin
Supervisor of the Year Community Corrections: Chris Gowell
Employee of the Year Community Corrections: Erin Guyotte
Employee of the Year Medical: MA Angelica Howard
Employee of the Year Food Service: Aaron Cressey
Community Service Award: Lieutenant Laura Noseworthy

We continued to provide community outreach by conducting facility tours for students from Spaulding, Portsmouth, Farmington, Nute, Dover, Oyster River Cooperative, and St. Thomas High Schools, Great Bay College and UNH. Other guests included the Police Explorers, Leadership Seacoast, City Year NH, Dover Citizen's Police Academy, and UNH Citizen's Police Academy. We take pride in our staff and facility and enjoy showing our participants some of the innovative programs we offer.

As part of our boarding contract, we had yearly inspections conducted by The U.S. Department of Homeland Security, Immigration and Customs Enforcement, the Federal Bureau of Prisons and the United States Marshal's Service; these inspections serve as a way for us to gain feedback on our operations so we continue to maintain the highest possible standards. We consistently receive compliments on both our staff and facility during these inspections and it is very validating when other agencies notice the level of professionalism we see in our staff members every day. Our officers and support staff continue to be the most important part of our facility; each challenge is met with a positive attitude and their dedication and commitment are truly inspiring. It is wonderful to have such a talented and professional group of people working for the County.

Apart from the amazing work the officers and support staff do for the jail, we could not be successful without the support and diligence of the Board of County Commissioners. The Commissioners provide feedback and support to the jail staff and remind us on a regular basis that the jobs we do are important. Having County Commissioners that take a genuine interest in the staff and facility makes it a pleasure to work for them; their vision and support of innovations in corrections guides us towards the future in a way that is evident by our current success. They also show support for the officers and support staff by attending our annual employee recognition banquet and personally congratulating each award recipient. Recent changes in the Immigration and Customs Enforcement (ICE) policy has resulted in an increase in our population. Regardless of your stance related to this issue, we will ensure that those in our custody will receive the support and care you have grown accustomed to expect from the Strafford County Department of Corrections.

Budget issues continue to be a challenge, as they are for every government agency, but I have every confidence we will not only meet but exceed expectations. I am anticipating that we will continue to help the taxpayers of this County by stressing reduction of criminal behavior beyond the doors of this institution in our efforts to reintegrate those that have been separated from society.

Respectfully Submitted,

Christopher Brackett

Christopher Brackett, Superintendent

2017 HOC Programs Reports

Educational Programs

Education: High School Equivalency preparation and Adult Basic Education. Dover Adult Learning Center provided Adult Educational classes three days each week for a total of 19 instructional hours per week. A total of 333 inmates received Adult Basic Education services in 2017.

Hi-Set Exam: The State of New Hampshire is now using the Hi-Set exam for high school equivalency. SCDOC administered 63 Hi-Set subject tests in 2017 to 15 inmate students. 11 inmates passed all sections of the exam, earning their High School Equivalency.

Special Education: Special Education was offered at SCDOC. Coded students are referred to a tutor who contracts with the local school districts to provide services to incarcerated special education students.

ESOL: 2 weekly classes of English as a Second Language (ESOL) were offered to inmates with language barriers.

Volunteer Tutors: 4 volunteer tutors worked in the facility in 2017, providing a combined average of approximately 12 tutoring hours a week.

Enrichment Programs: Several enrichment programs each week were offered to inmates. Topics included: Writing and Poetry, Art, Sociology, Social History, Psychology and Personal Development.

Therapeutic Community Program/Women's Recovery Program

SCDOC offers an intensive 90 day drug treatment program. Offenders enrolled in these programs are segregated from the general jail population and adhere to a strict schedule and multitude of recovery programs. Two programs are run, one for men and one for women. 108 individuals were enrolled in the Men's or Women's Therapeutic Community programs in 2017.

86 individuals successfully completed all requirements of the program

15 individuals failed the program

4 individuals dropped out of the program at their own request

3 individuals were transferred or discharged prior to completion of the program

Substance Abuse/Behavioral Treatment Programs

Drug and Alcohol Education: SCDOC provided weekly drug and alcohol education groups to several housing areas in the jail.

IOP Program: Southeastern NH Services started providing Intensive Outpatient Programming (IOP) at SCDOC in 2017. Two seven week sessions were held with a total of 14 inmates enrolled.

Alcoholics Anonymous (AA) and Narcotics Anonymous (NA): AA groups for both male and female inmates were held weekly for each housing unit and daily for the Therapeutic Community (TC) units, this past year. NA groups were held bi-weekly.

Anger Management Training and Life Skills Classes: SCDOC provided 6 anger management classes and 4 life skills classes per week.

Ending the Violence Program: Two sessions of domestic violence batterer's intervention were offered per week

Thinking For A Change: One weekly session of this program that highlights better decision making were offered to general population inmates

Take Back Your Life: Advocates from Haven conducted a weekly support group for victims of domestic violence.

Positive Options Program: This program offers individual modules of anger management, attitude adjustment and life skills classes. A program counselor and volunteer provided individual service to 5 inmates weekly.

IVP program: Volunteers met weekly with immigration detainees to provide education and support.

Yoga: Two one hour classes were offered weekly.

School and Civic Tours: School tours were offered on a regular basis. Students from Rochester, Dover, Farmington, Milton, Oyster River, Portsmouth and Somersworth high schools all toured the jail, as did students from Great Bay College and UNH. Several at-risk and alternative schools also toured the jail. Civic groups such as the Citizen's Police Academy and Seacoast Leadership also toured the jail.

Work Release Program Report

Strafford County encourages work release for sentenced offenders. Work release enables offenders to re-integrate into the community with viable employment thus reducing the likelihood of re-offense due to financial hardships upon discharge. Work release also reduces reliance on entitlements for work release inmates and their families.

While on the program, offenders pay a portion of their wages for room and board and for victim's assistance, offsetting the cost of the offender's incarceration.

Work Release outcomes:

25 Inmates were granted work release in 2017

4 Inmates completed the program and were discharged to early release on Step Down

14 Inmates completed the program and were discharged time served

6 Inmates violated conditions of the program and work release was rescinded

1 Inmate completed the program and was granted parole

Job Placement:

SCDOC has developed several partnerships with employers willing to hire work release inmates and assisted 18 eligible inmates with direct placement into work release jobs in 2017.

Vocational Services

Pre-Employment Program (PEPP): This program teaches inmates job search skills, helps them to prepare resumes and job applications and teaches job interview skills. 3 classes per week were held per week in 2017.

Computer Classes: Dover Adult Learning center provided computer classes at SCDOC. 2 basic and 2 advanced classes were offered weekly.

NH Works Seminar: Representatives from the Somersworth and Portsmouth Employment Security Offices conducted quarterly employment search work-shops with offenders preparing for release.

Spiritual Services

A variety of Spiritual Programs were held at SCDOC in 2017:

Clergy Visits: Ordained clergy from various faiths ministered to inmates upon request from the inmates.

Sunday Service: Weekly Catholic group that meets on Sunday for the female inmates:

Sunday Bible Study: Weekly group for female inmates

Monday Night Bible Study: Bible study conducted for special population inmates

Catholic Services: Weekly Catholic program offered to females and to male general population units.

Bible Study and Music Ministry: Program for male general population that includes bible study and spiritual music.

Catholic Counseling: Four volunteers offer individual Catholic counseling to inmates.

Buddhist Meditation: Two volunteers facilitated a meditation program for two units.

Spiritual Care Advisory Board: This board made up of local spiritual leaders meet monthly to review spiritual service applications, and to ensure that best practices for spiritual care are being followed by spiritual service volunteers.

Internships

SCDOC hosted 4 interns in 2017, 4 undergraduate students from the University of New Hampshire (UNH) from the Justice Studies and Psychology Programs at UNH. During the academic year each of these interns provided approximately 16 weekly hours of service. SCDOC also partnered with graduate students from the Psychology program to study work release outcomes in 2017.

Inmate Services

Library: The programs department solicited and managed donations of books and educational materials for the jail library.

Inmate Newsletter: Volunteers from the Family Reception Center and Spiritual Care Board coordinated a new monthly newsletter in 2017. This newsletter is provided to all inmates and contains information on rehabilitation programs, self-help articles and prose and poetry submissions from individuals in custody here.

Law Library: 4 law library computer stations containing Lexis Nexis NH State, Federal and Immigration Laws and word processing software were provided for inmate use.

Case Management / Discharge Planning: Case management services to assist inmates with discharge planning, linkages with community resources, admissions into substance abuse treatment and transitional housing programs as well as other transitional needs are offered to all inmates upon request.

Treatment Coordination: SCDOC strives to assist prisoners in gaining entry into outside treatment programs for substance abuse. In 2017 in excess of 150 phone screens were conducted with various treatment programs.

Health Care Van: Strafford County Hosts the Families First Mobile Health Care Van on a weekly basis. Discharged offenders and offenders on community supervision receive services from this agency at the county complex.

Respectfully Submitted,

Jake Collins

Jake Collins, Assistant Superintendent
Programs and Education, SCDOC

2017 Training Department Report

I am pleased to announce that all, with the exception of those officers who were on extended leave throughout this year; Strafford County Correctional Officers have completed the required annual 30 hours of training necessary to maintain their certification. 2017 marked a year of advancement, innovation and change for the Training Department. The Career Ladder Program includes the recent promotions of two new Field Training Officers, one Booking Officer, and two Central Control Officers. One new member was added to the facility Special Reaction Team, while Sgt. Joseph Darko-Mensah and Officer Brian Veit were advanced to the position of SRT Team Leaders. Three officers were promoted to the rank of Corporal this year and two Corporals were promoted to the rank of Sergeant. Shift Supervisors have collectively assisted the Training Department with the hiring and training of several great new officers this year.

The facility orientation curriculum is finding success by continuing to change and adapt. There were four cycles of new officer and medical staff orientation conducted successfully. Every Field Training Officer continues to assist with orientation by instructing at least one class and introducing themselves to new staff prior to the start of on the job training. A representative from each shift supervision team assists in this effort as well. Seven officers and supervisors assisted in instructing at the New Hampshire Association of Counties Correctional Academy. We have had a total of 11 officers attend and graduate from the Academy this year, including Officer Anthony Jensen and Officer Corey McGuigan earning the title of Honor Graduate.

The Training Department has continued introducing new and enhanced programs to supervisors and staff alike this year to include scenario based defensive tactics courses, edged weapons defense, crisis negotiation, cell and body search to include use of the SecurPass image scanner, etc. All use of force classes now contain a practical hands on testing phase. CPR/1st Aid training, which has now adopted use of online training media, continues to include Infant and Child CPR and AED use. We have also sent several officers to instructor-level training events.

With all of the positive departmental growth, a solid training plan, and a motivated training team already in place, I have every expectation that 2018 will be an excellent year in training. With the passing of the torch between newly promoted Security Captain Robert Hayden and myself, I will do everything within my power and ability to continue to grow and enhance the department.

Respectfully Submitted,

Leonard Nadeau

Sgt. Leonard Nadeau
Director of Training

2017 Jail Industries Annual Report

In 2017, Strafford County Jail Industries program trained and worked 84 inmates for a total of 21,584 hours. An additional 52 inmates worked for a total of 11,518 hours in our laundry department. Inmates were taught and learned many important vocational skills to include hand soldering, product assembly, packaging and heat sealing, product inspection, commercial sewing, screen printing, embroidery and laundry operations.

In addition to our existing accounting centers, Jail Industries will be adding two new customers to our program by March 2018. Inmates will be counting, sorting, and packaging connectors and flashlights for Finware. We will also be adding a second customer in March 2018, I Never Give Up (INGU). INGU recycles electronic waste. Inmates disassemble and repackage modems, cable boxes, and other power supplies.

Inmates were prepared for release by developing high-end manufacturing skills that are always in demand. They were provided work references and job placement assistance whenever possible and assistance with securing their Social Security card. Jail Industries also maintained a mandatory savings account for each worker with half of all monies earned saved and ready for the inmate to collect upon their release.

Jail Industries Gross Earnings by Customer

Airmar Technologies	\$52,007.72
Ashby Cross	\$5,277.08
Cocheco Valley	\$5,215.32
Diacom Corp.	\$26,969.64
Hyder Hospice	\$7,087.85
Hope on Haven Hill	\$1,083.30
Screen Printing and Embroidery	\$28,947.99
Sgt. Knots	\$33,342.20
Singular	\$5,598.63
Stonewall Kitchen	\$10,077.45
Sulzer Mixpac USA	\$32,392.72
Warner Power LLC	<u>\$6,590.65</u>
Total	\$214,590.61

The program grossed \$214,590.61 in 2017 as well as providing laundry services for the Jail and County Rest Home, not included in that total. With the addition of Finware and INGU to our list of private sector partners in 2018, Jail industries is looking forward to training and working more inmates and increasing our earnings in 2018.

2017 Family Reception Center Annual Report

Now in its 16th year of operation the Family Reception Center continued to be self-sufficient in 2017. The FRC raised \$2,671.15 in 2017 from the sale of pictures and Christmas cards to inmates and receiving a \$2,000 grant from the Bishop's Charitable Assistance Fund. No tax dollars were used for this program. The money raised was used to:

- Provide activities and enhance family visits during the holidays of Easter, Thanksgiving, and Christmas.
- Provide donated Christmas presents to children of incarcerated individuals during the holiday season.
- Provide a summertime cookout for families and loved ones.
- Provide refreshments to families before and after they visit their loved ones.
- Provide hats, mittens and scarves to anyone in need. All items were donated.

- Provide a visitor handbook so that through communication, families and inmates learn what is going on at our facility. The families receive the same handbook that inmates do; reprinted as a Visitors Handbook.
- Provide caring and knowledgeable volunteers and relevant materials that may give families and loved ones helpful information and resources to improve the situation families face through incarceration of their loved ones.

Based on our continued data collection, we are indeed lessening stress. Updated data still shows that we continue to have approximately 3,200 contacts over a given year with families. Our mission and goals remain the same:

- Provide a comfortable, trusting, and supportive environment where inmates' families and friends may come before or after visits to receive validation, support, and resources that may lessen the negative impact experienced through incarceration.
- Provide a setting where people experiencing incarceration of a loved one may come to receive support from others experiencing or who have experienced the same situations.
- Provide a more positive and comfortable setting for children wishing to visit.

Families continue to express how much they appreciate the FRC and how unique it is compared to other sites they have visited.

Respectfully Submitted,

Michael Garcia

Michael Garcia
Jail Industries Director

2017 Strafford County Community Work Program Annual Report

The Strafford County Community Work Program provides community services to Strafford County non-profit agencies, tax supported organizations, and government agencies. The Work Program consists of court-ordered participants who are sentenced to the program, and other Strafford County program participants such as Drug Treatment Court, Mental Health Court, Diversion Agreements, Employability Program, Probation and Parole, and Strafford County Community Corrections program clients. The program operates 7 days a week, with two crews operating at any one time. The savings broken down by each sentencing agency are as follows:

Agency	Savings
Community Corrections	\$73,440.00
Dover District Court	\$37,280.00
Drug Treatment Court	\$4,640.00
Rochester District Court	\$3,200.00
Strafford County Superior Court	\$10,000.00
South Eastern New Hampshire Services	\$960.00
Out of County Agencies	\$3,600.00
Total	\$133,120.00

The hours and estimated savings by location of calculated work are as follows:

Agency	Hours	Savings
Strafford County Complex	3,968	\$59,520.00
Dover	1,304	\$19,560.00
Rochester	1,256	\$18,840.00
Somersworth	216	\$3,240.00
Riverside Rest Home	2,280	\$34,200.00
Milton	720	\$10,800.00
Middleton	128	\$1,920.00
Lee	200	\$3,000.00
New Durham	80	\$1,200.00
Strafford	88	\$13,200.00
Barrington	320	\$4,800.00
Special Olympics	1,632	\$24,480.00
Coast Bus	416	\$6,240.00
Other Agencies	320	\$4,800.00
Total	12,928	\$193,920.00

In total while paying off fees and fines from various sentencing agencies there were 12,928 hours of community service performed in the year 2017 to Strafford County Towns and agencies. That is a lot of good done to benefit all the residents of Strafford County and beyond.

The Strafford County Community Work Program had 94 people participate in community service in 2017. Out of those participants 90 completed and 4 failed to complete in the time frame set by the sentencing court. The work program boasts a 94% completion rate for the year 2017. In 2017, the Strafford County Community Work Program processed and sold 91.5 cords of hardwood, for a total sales amount of \$24,625.00. In addition the Strafford County Community Work Program donated 5 cords of hardwood and numerous other items built by community service to fundraising events to benefit different county entities.

The Strafford County Community Work Program received \$300.00 for car detailing services. All revenue generated from the sale of cordwood and car detailing was returned to the Strafford County General Fund to help offset the tax burden on residents Strafford County, as well as helps fund various county programs. The total amount returned to the fund was \$24,925.00. Throughout 2017, the Strafford County Community Work Program assisted in numerous projects and tasks both within the county and out. Some of the projects and tasks are as follows:

- Special Olympics (Winter & Summer Games/Penguin Plunge/Prep Plunge & Winni-Dip)
- Riverside Rest Home (Paint care units, residents rooms and common areas)
- Hyder Family House (Prepared ground for new Memorial Brick Walkway)
- Community Action Program Monthly USDA food deliveries (loading numerous local non-profit agencies vehicles/trailers/cargo vans and helping CAP unload to their respective food pantries in Dover, Rochester and Farmington)
- Dover Public Library Book Sale
- Somersworth Pumpkin Festival
- Rochester Housing Authority (AC Installation & Removal/Spring & Fall Clean-Up @ 5 locations)
- Pine Hill Cemetery (Dover) and Forrest Glade Cemetery (Somersworth) Cemetery landscaping (Raking & Mowing)
- Paining Hallways Spaulding High School
- Somersworth & Dover Fire Departments (Leaf/ Debris removal, Re-Cutting and Mulching of Flower Beds)
- Roadside clean up in various Strafford County Communities
- Rochester Opera House Chair set up and break down
- Strafford County Complex winter maintenance (sanding/salting, snow removal, with priority regarding winter safety)
- Removal of overgrowth around four acre Town of Milton owned solar panel site
- Coast Bus Shelter Snow and Ice Removal and Damage Assessment
- Dover/Somersworth fire landscaping (cutting new flower bets/mulching)
- Town of Lee transfer station sanitation/landscaping assistance

These are some of the projects assisted with and completed by the Strafford County Community Work Program. Please remember that this is only a small sample of the things completed by this program and its participants. The ultimate goal of the Community Work Program is to bring the Strafford County's policy of professionalism and understanding in to the community to accomplish the most good possible. Although each task is different, the end result is always the same **COMMUNITY SERVICE**.

Respectfully submitted,

Troy Chabot

Troy Chabot, Director

2017 STRAFFORD COUNTY COMMUNITY CORRECTIONS ANNUAL REPORT

The Community Corrections Program is composed of several programs, all united under the same mission. We work within the criminal justice system to create a more safe community. We provide the Courts with accurate information and offer viable, cost effective pre-trial and sentencing options through a balance of enforcement and treatment strategies, while holding the offenders accountable and affording them the opportunity to become productive, law-abiding citizens. Community Corrections monitors pre-trial release and pre-trial diversion as well as child support cases. We assess, supervise, and provide the necessary services for defendants. We collaborate with the criminal justice community to assist in pre-trial release decisions, promote community safety, and ensure the return to court, while using the least restrictive environment necessary. To complement these programs, Community Corrections also assesses sentenced offenders housed at the Strafford County Department of Corrections and, if possible, diverts them to intensive community-based supervision, while providing individualized treatment plans. This helps transition offenders into being productive community members, thereby helping to reduce future criminal acts while promoting a safer community and decreasing victims.

Pretrial Assessments: Strafford County Community Corrections completes assessments on all defendants booked into the Strafford County House of Corrections. The interview or assessments takes place as soon as possible, and is the first step in preparing the defendants' assessment for court. The intake coordinator then uses the information gathered as a foundation to assist them when completing the report for the court. Typically the assessment contains criminal history, pending charges, address history, employment history, education, dependents, and community ties. This assessment is given to the Judge, to aide in making an informed decision when determining if bail supervision is necessary. The assessment is available for use during the defendant's arraignment, probable cause hearings, and bail hearings. In 2017, the Community Supervision Pretrial Program completed 632 assessments and the Mental Health Pretrial Program completed

371 assessments, on defendants booked into the jail. In total, the Strafford County Community Corrections bail supervision programs completed 1003 assessments in 2017.

Pretrial Supervision: All defendants on Strafford County Community Corrections Pretrial Supervision must comply with a standard set of conditions that we tailor to the needs of the individual client. The court may also order specific conditions for the defendants to follow. Examples of standard conditions are:

- *Checking in by telephone daily*
- *Reporting to our office at the discretion of the defendants Case Manager*
- *Refrain from the use of excessive alcohol*
- *Submit to mandatory random and scheduled drug testing*
- *Adhere to a curfew*
- *Electronic monitoring to include GPS or the use of remote alcohol monitoring*
- *Court ordered no contacts*
- *Notification of all changes to telephone numbers, address, and employment*
- *Notify the staff of any contact with Law Enforcement*
- *Refrain from the use of any alcohol*
- *Refrain from possessing firearms*
- *House checks to ensure compliance and verify address and living situation*
- *Travel Restrictions*

In 2017, Community Corrections completed 678 total intakes. Of the clients placed with Pretrial Supervision, 20% were ordered from Dover Circuit Court and 61% from Rochester Circuit Court. 94.6% of the total pretrial client population appeared at their respective court dates.

Community Post Trial Supervision: Community Corrections has two post-trial programs. The first is Administrative Home Confinement (AHC). This is a court ordered program where the defendant typically spends some time in jail and the remainder at home and is supervised in the community. The second program is the Step-Down Program. The idea behind this program is to encourage continued life improvements for inmates as they transition from life within the jail facility back into the community. This is accomplished by taking inmates incarcerated in the HOC who are of good behavior and attending programs. Community Corrections then files a motion on the defendant's behalf with the court. If granted, the inmate is released into the community under the supervision of Community Corrections. Community Corrections will complete an assessment on the sentenced inmates in the jail to see if they are appropriate for either of these programs. In 2017 Community Corrections completed 37 assessments on inmates who were incarcerated at the HOC and we had a total of 41 intakes.

Community Pretrial Diversion: The Pretrial Diversion Program in collaboration with the Strafford County Attorney's Office had 14 intakes and assisted in collecting \$3,794.00 in restitution. The Diversion Program has been created for people who have had no prior criminal dealings with the criminal justice system and who the County Attorney's Office does not anticipate returning to the system. We had 2 clients not complete the program

this year due to new charges that were brought up against them or failing to comply with the diversion agreement.

Employability Program: The Employability Program was established in 2009 brings together Community Corrections and the Division of Child Support Services (Division) in a partnership that will assist delinquent obligors to come into compliance with their child support order and help prevent civil incarceration to the Strafford County HOC. This program is the first in the State of New Hampshire and shows one more time how Strafford County stays on the cutting edge and has a seamless approach to corrections and the judicial process. In 2017, we had 11 new intakes. We assisted in collecting over \$29,553 worth of child support through our office. This does not include direct payment to the Division or garnishments that are established. We average 42 clients on this program. If this program was not available, most of these individuals would have ended up in jail. The participant would not have been able to pay any child support or do job searching to gain employment. More importantly, since the program started, we have been able to collect over \$470,000 in child support, according to DHHS Child Support Division.

Strafford County Community Corrections would like to acknowledge and gratefully thank the Strafford County Superior Court, Circuit Court and Family Court Judges, the County Attorney's Office, Local Prosecutors and Defense Attorneys, The New Hampshire Public Defenders Office, Local Police Departments and the Strafford County House of Corrections for their continued support. We would also like to thank the Strafford County Board of Commissioners and County Administrator, Ray Bower for their continued support and innovative guidance. Strafford County's Regular Supervision Pre-Trial and Post-Trial team members who exhibited dedication and professionalism in 2017:

* Denise Morin, Office Manager

*Ashley LaBounty, Administrative Assistant

*Jon Forcier, Senior Case Manager, Training and Equipment Supervisor

*Sid Bird, Pretrial Supervision Officer

*Emma Paciulli, Pretrial Supervision Officer

*William Britton, Community Supervision and Employability Program Director

*Carrie Lover Conway, Criminal Justice Programming Coordinator

2017 STRAFFORD COUNTY COMMUNITY CORRECTIONS: ALTERNATIVE SENTENCING/SUPERVISION PROGRAMS AND SPECIALTY COURTS REPORT

In 2017 the Alternative Sentencing Programs in Strafford County experienced continued growth and programmatic enhancements. By rehabilitating and supervising offenders in the community, we save taxpayer money while maintaining public safety, thus decreasing victims, and returning offenders back into the community as law abiding citizens. The Alternative Sentencing Programs co-exist in this County as part of an overall philosophy shift to supervise and rehabilitate offenders in the community with help from the entire-

County infrastructure. Without any piece of this infrastructure, these programs would not be able to operate as efficiently or as successfully as they do. This infrastructure includes; Strafford County Community Corrections, the Community Work Program, the NH Public Defenders-Dover office, the County Attorneys' office, the Strafford County Department of Corrections, including the Therapeutic Community, the Strafford County Sheriff's Office, Southeastern NH Services, Community Partners, NH Department of Corrections Probation/Parole, and the Strafford County Superior Court, Rochester and Dover Circuit Courts and the Family Court Division. Of course, County-alternative sentencing programs require local government support and without this support from the Strafford County Delegation, Strafford County Commissioners: Chairman George Maglaras, Robert Watson, and Leo Lessard, these programs would not exist. The leadership from County Administrator Raymond Bower has been crucial over the past year as he provides the initiative and support we have needed to grow and evolve. In 2018 we will continue to seek the enhancement of our County Criminal Justice Programming and the infrastructure that supports these programs.

The Strafford County Adult Drug Treatment Court: The Strafford County Drug Court was the first Drug Court established in NH and is thus the longest running Drug Court in the state of New Hampshire. Following a year-long pilot program, the Drug Court commenced full-operations on January 19, 2006 after securing a Department of Justice grant for 3 years and was the first adult drug court in New Hampshire. The Drug Court is a specialty court program that connects felony and misdemeanor-level, substance-dependent offenders and NH State Prison Parolees who meet the same criteria, sentenced out of Strafford County Superior Court, to an integrated system of intensive alcohol and drug treatment in the community, combined with case management, community monitoring, strict court supervision and progressive incentives and sanctions. By linking participants to treatment services, the program aims to address offenders' addiction issues that led to criminal behavior, thereby reducing recidivism, and protecting public safety. Participants are monitored and linked with several outside agencies in the community as well to address specific needs based on the individual. Strafford County now receives roughly 85% of its funding through the State Grant Program established in 2016. The Drug Court is designed to be a 12 to 18 month felony- and parolee level, and a 6 to 12 month misdemeanor-level, alternative sentencing program, divided into three phases, and followed by one year of probation. In 2017 the Drug Court population-identified drug of choice consisted of 80 % overall Opiate addiction. The number reflects heroin, fentanyl or opiates as the identified drug of choice.

The Drug Court utilizes such programs as the Work Program, Therapeutic Community, Transitional Housing, and Re-Entry Clinicians to help support sanctioning and clinical interventions. The Drug Court had an average enrollment of 68 participants in 2017. The Drug Court graduated 16 participants in 2017 with 4 more graduating in January of 2018. Since 2009, Strafford County has participated in a state-wide drug court meeting where all of the drug courts from New Hampshire discuss successes and challenges, while reviewing

best practice models. A background check of all our graduates found the recidivism rates three years after completion is 22 percent. This data was collected in 2014 and included everyone that began the program in November 2004 and forward. The Strafford County Adult Drug Treatment Court has graduated 202 participants since inception and maintained a head count above 65 participants. ***For more information regarding the Drug Treatment Court please contact: Chris Gowell, Director @ 516-5172 or Carrie Lover Conway, Coordinator @ 516-7195.***

Strafford County Community Corrections Mental Health Pre-Trial and Post-Trial

Supervision: Strafford County Pre-trial Mental Health Supervision provides case management and supervision of defendants, who have been diagnosed with a mental illness, while residing in the community and awaiting trial. Through case management and supervision, the defendant is assisted to obtain and maintain appropriate mental health services and access medications to ensure stability and while in the community. Defendants are released from jail without (in most cases) having to post cash bail. Supervision consists of daily/weekly phone and/or office check-ins, case management, voluntary referrals to services, medication checks, drug screens, and mental health compliance. In 2017, The Pre-trial Mental Health Supervision program averaged 57 clients at any given time, completing 189 intakes onto the program a total of 371 assessments. In 2017, the Pre-Trial Mental Health Diversion Program averaged 3 clients and had 3 intakes. Strafford County Post-Trial Mental Health Supervision offers community based supervision to inmates of the Strafford County Jail. The Administrative Home Confinement program is a court ordered program in which inmates are found eligible for release once sentenced from court. The Step-down Program is a jail program that provides incentives for inmates who exhibit good behavior and willingness to participate in appropriate rehabilitative programs while incarcerated. All inmates released into the community are required to wear a GPS tracking device and/or a Sobriotor. Program participants with mental illnesses are required to continue medications and mental health treatment in the community as part of conditioned release. In 2017, Mental Health Post Trial-supervised on average 8 inmates in the community and had a total of 24 intakes for the year. ***For more information regarding Mental Health Supervision, please contact Blair Rowlett, Director @ 516-5182 or Carrie Lover Conway, Coordinator @ 516-7195.***

Strafford County Rochester Circuit Court Mental Health Court Pilot Program: This alternative sentencing program commenced operations in June 2007. The Mental Health Court provides court supervision and treatment services to mentally ill defendants to promote engagement in treatment, improve quality of life, decrease recidivism and increase community safety and awareness of mental health issues. The Mental Health Court is a 3-phase specialty court program designed for adults who have one or more misdemeanor-level and/or felony-level offenses and who are eligible for mental health treatment. The Mental Health Court involves frequent court appearances, as well as individualized treatment planning and case management. This program also awards incentives for healthy, appropriate behavior and imposes sanctions for negative behavior.

The Strafford County Community Corrections program (SCCCP) has made great strides in identifying and releasing clients with Mental Health issues. In coordination with Strafford County Judges and the local mental health center, SCCC has helped develop bail language that compels defendants to get mental health treatment as a condition of their bail. The continuity of supervision that is provided from Pre-trial to Post-trial is a major factor in the referral and success of the program. The program is used in lieu of a jail sentence and the majority of successful completions result in convictions being vacated. The Mental Health Court Team consists of Judge Susan Ashley, Thomas Velardi, Carrie Lover Conway, Blair Rowlett, David Bettencourt, Judi Rogers, and Tammy Smith. In 2017, the Mental Health Court had 10 intakes and graduated 5 participants. The Mental Health Court was an outgrowth from the Strafford County Mental Health Council. In 2007, the Council also began a Crisis Intervention Team which includes staff from the Rochester and Dover Police Departments, Community Partners and NAMI-NH. In 2008 this team became certified as a Crisis Intervention Team who responds to mental health-related police calls to ensure a more systematic, sensitive approach to persons with mental health issues. ***For more information regarding the Mental Health Court, please contact Blair Rowlett, Director @ 516-5182 or Carrie Lover Conway, Coordinator @ 516-7195.***

The Strafford County Habitual Offender Academy Program: After the NH Department of Corrections eliminated funding for the "traditional state wide "Academy Program in 2009, the Strafford County Attorney's Office identified a need for the continuation of such programming for an identified Habitual Offender (HO) population. The primary goal of the Habitual Offender Program is to help persons with a Habitual Offender charge, work towards getting their driver's license back. This process entails guiding participants through the Department of Motor Vehicles. All those who participate in the Habitual Offender Program are required to attend the Life Skills group that the program runs and are required to complete 150 hours of community service, while maintaining a full time job or full time schooling. In 2017, the Habitual Offender Academy Program had 19 referrals with an average daily headcount of 8 participants. ***For more information regarding the Academy Program, please contact Carrie Lover Conway, Coordinator @ 516-7195***

Specialized Transitional Housing Program: Strafford County Specialized Transitional Housing Program opened its doors on November 16, 2009, piloting a 12 bed residence for males. Strafford County received a federal grant from the Department of Justice that provided grant funding through March 2012. In 2013, we expanded our number of male beds to 20 and have added a female transitional housing area that can house up to 8 females. We have also enhanced current staffing patterns to meet the needs of the occupancy increase and supervision needs. The focus of the Housing Program is two-fold; reduce victims in the community and reduce the recidivism rate at the House of Corrections. Strafford County recognizes the importance of providing a smooth transition from the House of Corrections back into the community. Some of the road blocks those individuals face exiting the House of Corrections are homelessness and lack of structure.

The purpose of the Housing Program is to provide those individuals with a residence for up to 90 days which allows them the ample time to find employment and a stable living environment. Individuals who will be considered eligible for the program will have completed extensive programming inside the House of Corrections and will complete the screening process for the program. Residents are considered "outmates" of the House of Corrections and will have to follow strict rules in order to reside there. Residents will be subject to curfews and random drug and alcohol testing, mandated to attend in house programming, and will be expected to complete job searches every day. The Housing staff provides transportation to several self- help groups in the community. The therapeutic nature of Transitional Housing serves to reinforce positive behavior and admonish negative behavior by providing role modeling, counseling and appropriate supervision. In 2017, Transitional Housing completed 210 intakes and housed 146 male residents and 64 female residents, with an average length of stay of 33 days. ***For more information regarding the Specialized Transitional Housing Program, please contact Thomas Herzig, Director @516-7198 or Carrie Lover Conway, Coordinator @ 516-7195.***

Strafford County's Alternative Sentencing/Supervision Programs and Specialty Courts team members who exhibited dedication and professionalism in 2017:

- * Denise Morin, Office Manager
- *Ashley LaBounty Administrative Assistant
- *Christopher Gowell Drug Court Program Director
- *Jamie Bennett, Senior Drug Court Senior Case Manager
- *Amanda Vachon, Drug Court Case Manager
- *Blair Rowlett, Mental Health Programs Director
- *Heather Bragdon, Mental Health Programs Senior Case Manager
- *Erin Guyotte, Mental Health Programs Case Manager
- *Thomas Herzig, Transitional Housing Director, Reentry Clinician
- *Adam Dionne, Transitional Housing Case Manager
- *Moses Nyumah, Transitional Housing Case Manager
- *Kasey Locke, Transitional Housing Case Manager
- *Alyssa Rainey Transitional Housing Case Manager
- *Tammy Smith, Community Partners Mental Health Liaison
- *Carrie Lover Conway, Criminal Justice Programming Coordinator

Respectfully submitted,

Carrie Lover Conway

Carrie Lover Conway, MSW, Corrections Officer, CPM
Strafford County Criminal Justice Programming
Coordinator

2017 ANNUAL REPORT

STRAFFORD COUNTY UNIVERSITY of NEW HAMPSHIRE COOPERATIVE EXTENSION

Working to strengthen youth, families and communities, sustain natural resources, and improve the economy

In 2017, 57 UNH Cooperative Extension staff members from across the state interacted with and provided assistance to over 10,000 Strafford County residents. Over 350 Strafford County UNH Cooperative Extension volunteers contributed more than 14,500 hours of service to the public.

Strafford County 4-H Youth Development (1.0 FTE)

Kristen Landau, 4-H Youth Development Program Manager

4-H Youth Development programs help youth between the ages of 5 to 18 become competent, caring, contributing and confident members of their community. 4-H youth programming encourages youth to progress in their skills and knowledge in self-directed projects and practical interest areas, as they advance in their life skills of Head, Heart, Hands and Health. Popular 4-H projects including animal science, mechanical science, family and consumer science are now grouped into three broad topic areas: science, technology, engineering and mathematics (STEM), healthy living; and citizenship. Through 4-H opportunities youth experience positive learning environments and have opportunities that foster growth in the essential elements of positive youth development - belonging, mastery, independence and generosity.

4-H Youth Development - 2017 Impacts

In 2017 program year, the Strafford County 4-H program reached more than 200 youth through a variety of special interest programs and through eleven 4-H community clubs. 39 volunteers gave over 1,000 hours serving as positive role models by partnering with youth to organize local 4-H programs and activities. Some details include:

- ***Strafford County 4-H strengthened partnerships with three 21 Century Community Learning Centers.*** Somersworth Youth Connection (SYC), Seymour Osman Community Center, and Farmington Adds More Educational Experiences (FAMEE). All nurture expanded academic enrichment opportunities for school aged youth. 4-H has provided enrichment programming for 60 students, curriculum training for 9 educators, and advisory support for all three 21CCLCs.
- ***4-H supports healthy living in school community.*** 4-H continued to invest in a healthy living pathway. Program Manager participated on the New Hampshire Farm to School Initiative council, supporting initiatives such as students growing vegetables in the Somersworth community garden and taking on school-wide composting efforts at Somersworth Middle School.

- ***4-H collaborates with community partners and continues to build new organizational relationships.*** Strafford County 4-H partnered with Moose Mountain Regional Greenways, MMRG and Branch Hill Farm/CSFCT by presenting at their annual Woods, Water and Wildlife Festival. 9 4-Hers were in attendance with chickens, Holland Lop rabbits, and dairy goat educational displays. 4-H Program Manager continued to participate on the Dover Chamber of Commerce Education Committee. 43 Strafford County youth participated in the Stratham Fair, either exhibiting their projects or in animal husbandry showing their livestock.
- ***Strafford County Youth in 4-H Attain Excellence.*** Five youth were awarded New Hampshire State Achievement Awards, and two were chosen to represent New Hampshire at the National Congress Trip to Atlanta Georgia and National Conference in Washington, D.C. This represents the 7th year in a row that Strafford County has sent one or more youth on a National Trip.
- ***4-H Supports Youth Career Exploration and Development.*** The 4-H program participated in Dover Chamber of Commerce's "Bridges to the Future" event – with a goal of connecting high school aged youth with professionals in various industries. 5 youth members participated in a Marketing You resume and interview strengthening program.
- ***4-H Means Leadership Development.*** 13 Strafford County youth attended Teen Conference this past June. Teen Conference is a multi-day leadership and activity event that takes place on the University of New Hampshire campus. Strafford County had 2 teen leaders elected by their peers statewide to serve on the council that plans and executes this annual leadership conference. Over a dozen youth from Strafford County participated in State Activities Day, with 6 youth members continuing on to Eastern States Exposition to present their projects/garments/speeches on a regional level.
- ***4-H Means Youth Driven Programming.*** 2017 marked the first year of the Youth Leadership Team (YLT). 5 teens ranging from 14 to 18 years old chose to take on roles as county officers as the YLT. They planned and facilitated each major county event: County Awards Night with over 75 participants, Favorite Foods Festival with over 30 participants, and County Activities Day (CAD) with over 100 participants and families. The YLT also assessed the needs of the county and set a goal to reach our youth at a deeper level in terms of leadership. This led to their development and facilitation of the first youth-led Youth Leadership Workshop, which attracted 27 youth from the county. The workshop was a day long workshop that focused on the 4 H's: Head, Heart, Hands and Health with small break-out sessions as well as large group activities.
- ***4-H Enhances Learning, Mastery, and Skill Development for Youth.*** 4-H held events or workshops in topics related to STEM, sewing, cooking, nutrition, and animal science.
- ***4-H Reaches a Diverse Population.*** Of the 260 4-H participants, 36 came from farms, 123 from rural non-farms, 99 from towns and cities and 2 from a central city. We served 7 Black or African American, 218 White and 22 Mixed Race students.

- **4-H is in the Public Eye.** Public events that 4-H had outreach efforts included the Moose Mountain Regional Greenways Woods Water and Wildlife Festival, Durham Farm Days, Stratham Fair, and UNH Career Fair.

Findings from the National 4-H Study of Positive Youth Development conducted by Tufts University indicate that young people in 4-H are three times more likely to contribute to their communities than youth not participating in 4-H. Additionally, the research from the Tufts University study indicated that youth in 4-H thrive through the health and science education and career preparation experiences they receive through 4-H programming. Compared to non-4-H youth, 4-H'ers are more likely to spend more hours exercising or being physically active. 4-H youth also have higher educational achievement and higher motivation for future education, reporting better grades, higher levels of academic competence, and an elevated level of engagement at school. 4-H youth were also more likely to be in the lowest levels of depression and risky behavior.

Nutrition Connections (1.0 FTE)

Sara Oberle, Susan Conant, Rebecca Betts, Extension Teachers

Nutrition Connections comprises two federal nutrition initiatives: EFNEP (Expanded Food & Nutrition Education Program) and SNAP-Ed (Supplemental Nutrition Assistance Program – Education) targeting low-income adults, families and youth. Nutrition Connections' key mission is to motivate program participants to adopt, master and maintain dietary, exercise, food-resource management and food-safety behaviors that foster empowerment and improve health, well-being, and economic security for the entire family. Nutrition Connections works with individuals and families in their homes, in groups and with youth at income-eligible schools and after-school programs throughout the county.

Adults Programs: Throughout the 2017 year, 99 adults benefited from nutrition education programming in Strafford County. There were some reoccurring partnerships and locations, but there were also many more created. New partnerships included; new Rochester Housing developments, InShape collaborations/co-teaching of classes, the Strafford County YMCA, Hope on Haven Hill (a drug recovery center for mothers addicted to opioids), as well as Lydia's House of Hope (housing for mothers overcoming drug addiction). There were also collaborations with schools and afterschool programming to tie together what is being taught by Nutrition Connections in the schools and how the parents can become more involved.

Collaborating Agencies

- WorkPlace Success, Rochester
- Homeless Center for Strafford County
- Cooking Matters
- Rochester Housing Authority
- Fair Tide Transitional Housing

- Goodwin Community Health Center, Somersworth
- Dover Housing Authority
- Seymour Osman Community Center
- Head Start (parents)
- Lydia's House of Hope
- Strafford County YMCA
- Community Partners
- Hope on Haven Hill

Youth Programs: A total of 526 youth participated in a Nutrition Connections programs in 2017. These programs consisted of a 4 to 8 lesson series focusing on nutrition, food, fitness and cooking skills. Programs took place in school, after school, during summer and enrichment programs, and in collaboration with community or school gardens.

Collaborating Agencies

- William Allen Elementary School, Rochester
- East Rochester Elementary School, Rochester
- School Street School, Rochester
- Woodman Park Elementary, Dover
- Somersworth Youth Connection, Somersworth
- Henry Wilson Middle School, Farmington
- Farmington After School (FAMEE), Farmington
- Bud Carlson Academy, Rochester
- Seymour Osman Community Center, Dover

Community Outreach

School Wellness: Throughout the year, outreach was done to income eligible schools and districts in Strafford, Rockingham, Belknap and Carroll County. Nutrition Connections provided school wellness policy tools and assistance to help schools implement new rules regarding their wellness policy, in addition to creating positive changes. Work is continuing and expanding through the upcoming years, with the addition of piloting the Smarter Lunchroom movement in interested schools and cafeterias, one being at Woodman Park in Dover.

Food Assistance: Work with food pantries has expanded throughout the Strafford County region this past year. Not only was outreach done to create stronger relationships, but food pantries are now reaching out to collaborate for food demos and nutrition and cooking programming. Nutrition Connections was also part of a nation-wide research study with Washington State. The goal was to create a healthy food pantry resource guide. Community Action Partnership of Strafford County in Farmington and Dover, along with Gather in Portsmouth (formerly known as Seacoast Family Food Pantry) participated in this study. Both Nutrition Connections staff and a program coordinator at each pantry completed a series of multiple pre and post surveys. The resource guide by Washington State was completed in October 2017 and is ready for distribution among food pantries.

Data collected from this research study is also being used among Nutrition Connections staff to help identify areas where pantries can make changes to create a healthier pantry for the community.

Farmer's Market: Work with the Rochester and Somersworth farmer's market expanded through the year. Continuous food and educational demos at both markets showcased local foods to create delicious, healthy, and affordable meals, along with increase knowledge and behavior change around nutrition and local foods. These food and educational demos reached 335 members of the community, while also connecting to their local farmers and their produce.

Strafford County Food and Agriculture (0.5 FTE)

Elaina Enzien, Food and Agriculture Field Specialist

The Food & Agriculture program in Strafford County provides research-based information to citizens in the areas of agriculture business management, soil health, integrated pest management, and the production of fruit, vegetables, pasture management, forages, animal husbandry, and ornamental horticulture. The Program Assistant position in Strafford County is a part time position focused on assisting commercial agriculture producers, as well as overseeing the Strafford County Master Gardener volunteer program.

- 93 one-on-one consultations were provided through site visits, email and/or phone contact with Strafford County commercial agriculture producers. Consultations included assistance with diagnosing a pest issue in crops, reviewing financial management of the operation, connecting farms with necessary resources or assistance with establishing a new business or market.
- 18 educational workshops were held open to both backyard and commercial growers with 458 people in attendance. Workshops included: pest management, blueberry production, farm worker production standards, forage and crop production, pollinator management and more.
- Pesticide Certification Training for commercial growers was offered and 24 people/farm businesses completed the course to go on to take their Pesticide Certification Exam.
- There are 43 active Master Gardeners in the county. Over the past year, they have provided 1,077 hours of service. These volunteers educate home gardeners and youth in school and community programs, through one-on-one project assistance, and volunteering their time at UNHCE's Education Center.

Strafford County Natural Resources (1.0 FTE)

Andy Fast, Natural Resources Field Specialist

UNH Cooperative Extension provides natural resources programming in forestry, wildlife, natural resource development, land and water conservation and marine fisheries. The UNH Cooperative Extension Strafford County Forester provides education and outreach in forestry, wildlife management and natural resources business development to residents, towns, and natural resource professionals.

- An estimated 998 individuals were directly contacted through telephone calls, publication distribution, one-on-one visits and group educational meetings. Approximately 522 people attended 11 group educational meetings on a variety of forestry, wildlife, and conservation related subjects. Landowners participated in 83 woodland exams covering 4,361 acres.
- Technical recommendations from site visits will result in:
 - approximately \$24,712 of additional revenue for forest landowners, \$67,776 additional annual total production value, and \$2,471 of additional tax revenue to municipalities.¹
 - additional, though difficult to quantify, economic benefits to Christmas tree and maple syrup producers.
 - provide a net benefit to forest health, water resources, wildlife habitat, recreation opportunities, urban forests, and ecological services that forests provide.
 - increased environmental literacy among all ages throughout the Strafford county.
- Education was provided in (partial list): wildlife habitat enhancement, silviculture, selling timber, forest management planning, the Current Use program, forest harvesting laws, conservation easements, forest ecology, recreational trails, how to find a logger or forester, and cost-share programs. Fact sheets and literature related to these topics were also distributed.
- Supported statewide Urban and Community Forestry goals: This included individual landowner technical assistance, urban forest management planning, town educational support, and community forestry education and support.
- Participated on the following boards and committees: Society of American Foresters (Granite State Division and New England); Kimball Castle Wildlife Forest Committee; NH Prescribed Fire Council; and National Forest Taxation Research and Extension Working Group.
- Worked with community groups, individuals, and constituents through office, field

¹ Assumptions: 1/3 of acreage recommendations are followed and incorporate good silvicultural practices as opposed to high grading. Increased value annualized over a 100-year period. Economic modeling is similar to conditions described in Nyland, R.D. 2005. Diameter Limit Cutting and Silviculture: A Comparison of Long-Term Yields and Values for Uneven-Aged Sugar Maple Stands. NJAF 22(2) 111-116. \$17/ac./yr. additional landowner revenue; \$48/ac./yr. additional total production value (industry); \$1.70/ac./yr. additional tax revenue for towns.

meetings and professional conferences. A partial list includes: small, medium and large landowners, professional loggers, NH licensed foresters, cities and towns throughout the county, Moose Mountains Regional Greenway, NH Fish and Game, NH Division of Forests and Lands, US Forest Service, Natural Resources Conservation Service, Society of American Foresters, New England Society of American Foresters Granite State Division, The Forest Society, and the NH chapter of the Nature Conservancy.

- Supported UNHCE volunteer programs including *Speaking for Wildlife, Coverts, and Natural Resources Stewards*.
- Participated in Emerald Ash Borer (EAB) town response plans in support of New Hampshire's Forest Health Bureau.

Strafford County Community and Economic Development (0 FTE)

The UNH Cooperative Extension Community and Economic Development program provides technical assistance, training and support to local communities in the areas of civic engagement, community profiles and visioning, and economic development. Extension works with community and regional-based organizations to engage community members, identify important issues facing their community, prioritize their needs, and develop action plans to assess and address those needs. CED assistance is generally provided over an extended time frame, from 6 months to 2 years in order to build community capacity and support a community's goals from planning to implementation. Community and Economic Development in Strafford County is delivered through the UNH campus not the Strafford County UNH Extension office.

Respectfully submitted,

Andy Fast

Andy Fast, County Office Administrator
Together with the Extension Educators

STRAFFORD COUNTY DELEGATION PUBLIC HEARING AND MEETING
MINUTES OF WEDNESDAY, JANUARY 25, 2017

A Public Hearing and Meeting of the Strafford County Legislation Delegation was held on Wednesday, January 25, 2017, at 7:00 p.m., Courtroom II, William A. Grimes Strafford County Justice and Administrative Building.

1. Chairman Schmidt called the meeting to order at 7:03 p.m.
2. Representative Opderbecke led the Delegation and Public in the Pledge of Allegiance.
3. Chairman Schmidt asked everyone to remain standing for a moment of silence.
4. Chairman Schmidt asked Clerk Sandra Keans to read the notice of the Public Hearing, which was mailed and e-mailed to all members of the Delegation, interested parties, posted in three (3) public places and advertised in the local newspaper. Clerk Keans read the notice of the Public Hearing and Meeting.
5. Chairman Schmidt asked Clerk Keans to call the roll, which showed the following members present:

PRESENT: Berube, Bixby, Burton, Ellis, Epstein, Gourgue, Graham, Grassie, Harrington, Horgan, Horrigan, Kaczynski, Keans, McNally, Mullen, Opderbecke, Phinney, Salloway, Sandler, Schmidt, Scruton, Southworth, Spencer, Sprague, Turcotte, Vincent, Wall, and Wuelper (28 of 37)

EXCUSED: Cilley, Fontneau, Krans, Pitre, and Treleaven (5)

ABSENT: Beaudoin, Frost, Smith, and Spang (4)

Also present were Strafford County Commissioners George Maglaras, Robert Watson, and Leo Lessard, County Administrator Ray Bower, County Attorney Thomas Velardi, Register of Deeds Catherine Berube, Finance Director Diane Legere, Chief Deputy Joe McGivern, Acting Superintendent Chris Brackett, Jim Gaunya, Maintenance Director, Tory Jennison, Director, Population Health, IDN, David Rice, Operator of Court Jester Café, Administrative Assistant/Deputy Treasurer Jean Miccolo, Andy Fast, UNH Cooperative Extension Jaymie Chagnon and Laurie Eastwood, Strafford Nutrition/Meals on Wheels, Alena Warren, Conservation District, and other members of the public.

6. Invite Commission Chairman Maglaras to introduce the 2017 Commissioners' Proposed Budget: Chairman Schmidt welcomed everyone and thanked them for coming to the meeting. He then invited Commission Chairman Maglaras to speak regarding the Commissioners' Proposed 2017 budget. Commissioner Maglaras reviewed highlights from the Commissioners' budget message, noting that the 2017 budget proposed \$67,515,715 in operating expenditures, with revenues of \$36,656,019. The proposed amount to be raised by taxes is \$30,859,696, an increase of 2.46% over 2016. For the eighth year in a row, the budget was designed to stay within the best estimates of the tax caps for the Strafford County cities.

Commissioner Maglaras stated that increase includes funding the Union agreements with Strafford County's three (3) Unions with the Sheriff's Office, House of Corrections, and Riverside Rest Home, and similar compensation for non-union employees, as well as expenses for a new program, the Integrated Delivery Network (IDN), that was set up in response to the availability of Medicaid 1115 Waiver funds. The expenses for the IDN are completely offset by revenues. This program will help address the growing problems associated with substance use disorder and behavioral health issues and working to streamline the delivery system for these services in order to reduce costs. The costs of the Union agreements and equivalent costs of the non-Union wage are listed in separate line items in the budget to be approved during the budget approval process.

Rep. Burton commented that he has heard that the County Drug Court has been getting excellent results and does great work with the clientele. He thanked the Commissioners and staff for doing excellent work. In response, it was noted that there are currently about 70 participants in the program; Administrator Bower

added that Strafford County had the first Drug Court in the State and it has been very successful. He reminded everyone that they are invited to the Drug Court graduation ceremony on Monday, February 13th.

Rep. Bixby asked whether we think the changes in Washington will have any effect on the IDN project. There was some discussion on this question. Rep. Harrington asked whether final figures for 2016 will be available for review, as the Proposed Budget only reflects those expenses through the third quarter. Administrator Bower noted that unaudited year-end figures will be available for the upcoming Subcommittee meetings and the bottom line of the budget expenditures will not exceed the approved budget amounts, as per State Statute.

7. Chairman Schmidt opened the Public Hearing for comments or questions on the Commissioners' Proposed 2017 Budget. He reviewed the basic ground rules for the meeting for the Delegation and members of the public and asked anyone that wished to speak to fill out a speaking card if they had not done so already. He requested that speakers identify themselves, the city or town they are from, and whether they were representing a specific entity, as well as to try to keep their comments as brief as possible and try not to be repetitive if speaking on the same topic as another person. Once everyone has had a chance to speak, anyone wishing to speak again or go into more detail will be recognized. Chairman Schmidt recognized the following member of the public to speak:
 - a. Jaymie Chagnon, Executive Director, Strafford Nutrition Meals on Wheels: Ms. Chagnon was present on behalf of the Meals on Wheels program and thanked the Commissioners and Delegation for their continued support of their program which provided assistance to the elderly who are homebound or have difficulty in providing meals for themselves, by bringing meals to their doors; they also provide wellness checks while delivering the meals. She noted that the agency had requested \$34,000 to meet the needs of their clientele and the Commissioners had included \$24,000 in the budget, the same amount as last year. They served over 1,100 low-income residents last year. Providing nutritious meals to home-bound citizens helps to keep them in their own home and alleviates the impact on nursing homes. Administrator Bower noted that for the past several years, the Commissioners have included an additional amount in the Contingency line for the purpose of providing additional subsidies to those agencies that may need it during the year. So if the cost of the meals served exceeds \$24,000, the Commissioners will take a request for more funds into consideration at that time and present it to the Executive Committee for approval.
 - b. Mr. Andy Fast, UNH Cooperative Extension Administrator, spoke on behalf of Cooperative Extension and thanked the Commissioners and the Delegation for their continued support over the years and for their trust in the programs that Extension offers to the citizens of the County. He looked forward to working together for another year and that he is available at any time to answer questions.
8. Chairman Schmidt thanked everyone who spoke and asked whether there was anyone else who wished to speak from the public who had not yet spoken. There was no response. He asked again whether there were any other member of the public who wished to speak for the first or second time. Again, there was no response. He asked one more time whether anyone wished to speak; there was no response.
9. Chairman Schmidt declared the public hearing closed at this time with no further requests to speak from the public, having been given ample opportunity. He noted that the public was welcome to stay for the meeting portion, as all Delegation meetings are open to the public if they were interested in attending.
10. Approve Minutes of the December 14, 2016 Organizational Meeting: Representative Berube motioned to approve the minutes of the Delegation's Organizational Meeting of December 14, 2016. The motion was seconded by Representative Sprague and was accepted unanimously by voice vote.

11. Remind Delegation of Subcommittee Budget Oversight Responsibility: Chairman Schmidt reminded the Chairs of the Subcommittees to schedule meeting dates with Jean Miccolo, Administrative Assistant. Chairman Schmidt noted that the Subcommittees would meet during the first three weeks of February to review their portion of the 2017 budget in order to make recommendations to the Executive Committee at their upcoming meeting on March 3. Information on the Subcommittee meetings will be sent to all Delegation members in case they are interested in attending Subcommittee meetings other than their own. There are four Subcommittees, as follows:
- Revenues and Capital Expenditures Subcommittee Meeting: Friday, February 10, 2017, 9:00 a.m., Commissioner's Conference Room
 - Riverside Rest Home Subcommittee Meeting: Friday, February 10, 2017, 1:00 p.m.: Riverside Rest Home's Hyder House Wing Conference Room
 - Criminal Justice Subcommittee Meeting: Monday, February 13, 2017, 9:00 a.m., Café Conference Room, Lower Level of Courthouse
 - General Government Subcommittee Meeting: Friday, February 17, 2017, 9:00 a.m., Commissioners' Conference Room
12. Chairman Schmidt asked whether there was any other business to discuss or whether anyone had any questions regarding the process. There being no further business, the Chairman called for a motion to adjourn. Representative Berube so motioned, seconded by Representative Wall. The motion passed on a voice vote and the meeting adjourned at 7:40 p.m.

Respectfully submitted,



Sandra B. Keans, Clerk
Strafford County Delegation

PUBLIC MEETING OF STRAFFORD COUNTY DELEGATION
MINUTES OF WEDNESDAY, MARCH 15, 2017

1. Call Meeting to Order: Chairman Schmidt called the Public Meeting of the Strafford County Delegation to order at 7:01 p.m. in Superior Courtroom II, Strafford County William A. Grimes Justice and Administration Building, Dover, New Hampshire.
2. Pledge of Allegiance to the Flag: Representative Frost led the Delegation in the pledge of allegiance to the flag.
3. Moment of Silence: The Pledge was followed by a moment of silence.
4. Read Notice of Public Meeting: Clerk Keans read the Notice of the Public Meeting.
5. Roll Call: Clerk Keans called the roll, which showed the following members present:

PRESENT: Berube, Burton (late), Ellis, Epstein, Frost, Gourgue, Graham, Grassie, Harrington, Horrigan, Kaczynski, Keans, Krans, Mullen, Opderbecke, Phinney (late), Pitre, Salloway, Sandler, Schmidt, Scruton, Southworth, Spang, Spencer (late), Treleaven, Turcotte, Wall, and Wuelper (28 of 37)

EXCUSED: Bixby, Cilley, Fontneau, Horgan, McNally, and Sprague (6)

ABSENT: Beaudoin, Smith, and Vincent (3)

Also present were Strafford County Commissioners George Maglaras, Watson, and Lessard, County Attorney Thomas Velardi, Sheriff David Dubois, Register of Deeds Catherine Berube, County Administrator Ray Bower, HOC Acting Superintendent Chris Brackett, Lt. Robert Hayden, Jim Gaunya,

Maintenance, David Rice, Court Jester Café, Jean Miccolo, Administrative Assistant, as well as other members of the public.

6. Review Recommendations of Executive Committee: Chairman Schmidt stated that the Subcommittees had all met and reviewed their specific section(s) of the budget and made recommendations to the Executive Committee at their meeting on March 5th. The Executive Committee accepted all Subcommittee recommendations unanimously and supported the Commissioners' Proposed 2017 Budget.
7. Roll Call Motion to Approve Amount to be Raised by Taxation: Representative Wall motioned to approve and accept the Executive Committee's recommendations for the 2017 County Budget and set the amount to be raised by taxation at \$30,859,696.00. The motion was seconded by Representatives Salloway and Scruton. Chairman Schmidt asked if anyone wished to speak to the motion. He stated that all the Subcommittee meetings had excellent attendance and all votes were in agreement. Rep. Berube thanked the members of the Criminal Justice Subcommittee for their time and hard work in reviewing those sections of the budget.

Chairman Schmidt asked if there were any further questions, comments or discussion regarding the motion on the floor. There being none, a roll call vote on the motion passed 22 to 3, with 3 unable to vote as they arrived after the motion was made. The vote was as follows:

YEAS: Berube, Ellis, Epstein, Frost, Gourgue, Graham, Grassie, Harrington, Horrigan, Keans, Krans, Mullen, Opderbecke, Pitre, Salloway, Sandler, Schmidt, Scruton, Southworth, Spang, Treleaven, and Wall (22 of 28)

NAYS: Kaczynski, Turcotte, and Wuelper (3)

LATE: Burton, Phinney, and Spencer (3—arrived after the motion was made, ineligible to vote)

Rep. Treleaven asked for clarification on the vote as to the 3 votes that were unable to be included. Parliamentary procedure does not allow for members to vote if they arrive after a motion is on the floor.

8. Approve Minutes of the January 25, 2017 Public Hearing: Representative Spencer motioned to accept the minutes of the January 25, 2017 Public Hearing of the Delegation as written. Seconded by Representative Phinney and approved unanimously on voice vote.
9. Other Business That May Legally Come Before the Delegation: Chairman Schmidt asked if there was any further discussion. There was none.
10. Adjournment: With no further business, Rep. Harrington motioned to adjourn the meeting at 7:13 p.m. The motion was seconded by all Representatives present and was approved unanimously on voice vote.

Respectfully submitted,

Sandra B. Keans

Sandra Keans, Clerk

PUBLIC HEARING AND MEETING OF STRAFFORD COUNTY DELEGATION
MINUTES OF WEDNESDAY, OCTOBER 25, 2017

1. Call Meeting to Order: Chairman Schmidt called the Public Hearing Meeting of the Strafford County Delegation to order at 7:00 p.m. in Superior Courtroom I, Strafford County William A. Grimes Justice and Administration Building, Dover, New Hampshire.
2. Pledge of Allegiance to the Flag: Representative Opderbecke led the Delegation in the pledge of allegiance to the flag.
3. Moment of Silence: The Pledge was followed by a moment of silence. Chairman Schmidt asked that everyone keep Commissioner Leo Lessard in their thoughts and prayers as he had passed away on October 18, 2017.
4. Read Notice of Public Hearing and Meeting: Clerk Keans read the Notice of the Public Meeting for the record.
5. Roll Call: Clerk Keans called the roll, which showed the following members present:

PRESENT: Beaudoin, Berube, Bixby, Burton, Ellis, Fontneau, Frost, Graham, Grassie, Horgan, Horrigan, Kaczynski, Keans, Krans, Mullen, Opderbecke, Pitre, Sandler, Schmidt, Scruton, Southworth, Spang, Spencer, Sprague, Turcotte, Vincent, Wall, and Wuelper (28 of 36)

EXCUSED: Cilley, Gourgue, Harrington, McNally, and Salloway (5)

ABSENT: Phinney, Smith, and Treleaven (3)

Also present were Strafford County Commissioners George Maglaras and Robert Watson, County Administrator Ray Bower, County Attorney Thomas Velardi, Sheriff David Dubois, Register of Deeds Catherine Berube, Finance Director Diane Legere, Acting HOC Superintendent Christopher Brackett, Security Captain Robert Hayden, Maintenance Director Jim Gaunya, Occupational Therapy Director Christine Tiernan, Skip Christenbury, Chief Technology Officer, MIS Desktop Support Mike Demaray, , David Rice, Court Jester Café, and Phelps Fullerton, Clerk of the Works, along with several other department heads. Chairman Schmidt declared that there was a quorum and proceeded with the public hearing and meeting.

6. Open Public Hearing for Comments and Questions on the following: Chairman Schmidt opened the Public Hearing and asked if there was anyone who wished to speak on the following items, stating that each individual or agency representative would be allowed approximately 2-3 minutes to speak, with one person per topic at a time in order to allow everyone an opportunity to speak on a topic/agency. Those members of the public wishing to speak addressed their questions to the Chairman, who provided adequate responses himself or via the most appropriate person qualified to respond.
 - a. Proposed 2018-2023 Capital Improvement Plan
 - b. Supplemental Appropriation of \$4,100,000 for Proposed 2018-2023 Capital Improvement Plan
 - c. Issuance of \$4,100,000 in Bonds to Fund Proposed 2018-2023 Capital Improvement Plan

Chairman Schmidt recognized members of the public for comment. There were none.

7. Call for Additional Questions or Comments: Chairman Schmidt asked 3 more times if there was anyone wishing to speak to the subjects so noted above. There being no response, the Chairman moved to the next item.
8. Close Public Hearing: Seeing no other individuals wishing to offer public comment, Chairman Schmidt declared the public hearing closed at 7:10 p.m.
9. Open Delegation Meeting: Chairman Schmidt opened the Delegation meeting. He noted that this was open to the public and all were welcome to stay and listen. Representative Beaudoin asked for a five minutes recess

for the Republicans to caucus. Chairman Schmidt granted this request, which was also given to the Democrats present.

10. Approve Minutes of March 15, 2017 Public Meeting: Representative Pitre motioned to accept the minutes of the March 15, 2017 Delegation Meeting as written. Seconded by Representative Berube and accepted unanimously 28 to 0 on voice vote.
11. Review 2018-2023 Capital Improvement Plan: Chairman Schmidt asked for input and comments from the Delegation on the proposed 2018-2023 Capital Improvement Plan (CIP). Administrator Bower gave an overview of the CIP for the Delegation and that the proposed plan includes capital projects for the years 2018-2023. A large portion of the \$4.1 million CIP is for the roof for the courtyard at the rest home and to renovations to the bathrooms at the House of Corrections to bring them into compliance with ICE regulations. Without the renovations, we would lose our contract with ICE and thereby lose millions in revenue for boarding their inmates. Administrator Bower also explained that if the Delegation passed the CIP request for 2018-2023, there would be a reduction in the number of capital improvements that would be included in the operating budget would equal the amount of estimated yearly interest and bond payments for the \$4.1 million, so there would be no increase in taxes based for funding the six year CIP with a 10 year bond. Interest rates are estimated to be at 2.75%. The Executive Committee approved the CIP at its meeting of September 8, 2017. All of the projects have been fully vetted by the Commissioners with each department head making the request; the projects at Riverside Rest Home are eligible for Medicaid reimbursement. Chairman Schmidt asked if there were any questions regarding the CIP or the bond. There were several questions from Representative Turcotte, some of which had been responded to via e-mail (it was noted that Representative Harrington had also sent inquiries via e-mail, which Administrator Bower had responded to and are attached to these minutes). There was some discussion regarding some of the projects included in the CIP, including the roof for the courtyard, which was discussed at length. Several other representatives spoke to the question as well. All CIP projects will follow the bidding process in place through the County. There was also some discussion regarding the number of private and Medicaid residents at the Rest Home and how their care is paid for. Rep. Beaudoin asked about the CIP project #15, the server upgrade for the Complex. Representative Sprague noted that most of the equipment and capital items at the County are used for many years, as long as they can be before needing costly repairs. It was noted that many of the projects could be included in the operating budget, but it was more cost efficient to include all the projects in the CIP in the bond.

Representative Beaudoin motioned to divide the motion to vote on each CIP item separately, or 39 motions. The motion was seconded by Representative Scruton. The motion failed on a roll call vote 21-7, as follows:

YEAS: Beaudoin, Graham, Kaczynski, Scruton, Spencer, Turcotte, and Wuelper (7)

NAYS: Berube, Bixby, Burton, Ellis, Fontneau, Frost, Grassie, Horgan, Horrigan, Keans, Krans, Mullen, Opderbecke, Pitre, Sandler, Schmidt, Southworth, Spang, Sprague, Vincent, and Wall (21 of 28)

12. Motion to Approve 2018-2023 Capital Improvement Plan: Representative Fontneau motioned to approve the 2018-2023 Capital Improvement Plan as presented. Representative Spang seconded the motion and it was approved 23 to 5 on a roll call vote, as follows:

YEAS: Berube, Bixby, Burton, Ellis, Fontneau, Frost, Grassie, Horgan, Horrigan, Keans, Krans, Mullen, Opderbecke, Pitre, Sandler, Schmidt, Scruton, Southworth, Spang, Spencer, Sprague, Vincent, and Wall (23 of 28)

NAYS: Beaudoin, Graham, Kaczynski, Turcotte, and Wuelper (5)

13. Motion to Approve Supplemental Appropriation of \$4,100,000 for the Proposed 2018-2023 Capital Improvement Plan (majority vote): Representative Fontneau motioned to approve a supplemental appropriation of \$4,100,000 for the Proposed 2018-2023 Capital Improvement Plan, as approved under

agenda item No. 12 above. The motion was seconded by Representative Berube. There was some discussion on the motion; the motion was called and was accepted on a roll call vote, 23 to 5, as follows (majority vote):

YEAS: Berube, Bixby, Burton, Ellis, Fontneau, Frost, Grassie, Horgan, Horrigan, Keans, Krans, Mullen, Opderbecke, Pitre, Sandler, Schmidt, Scruton, Southworth, Spang, Spencer, Sprague, Vincent, and Wall (23 of 28)

NAYS: Beaudoin, Graham, Kaczynski, Turcotte, and Wuelper (5)

14. Motion to Approve Issuance of \$4,100,000 in Bonds to Fund Proposed 2018-2023 Capital Improvements Plan (2/3 Vote): Representative Fontneau made the following motion regarding the issuance of a \$4,100,000 bond to fund the Proposed 2018-2023 Capital Improvement Plan:

Authorization of Bonds by County Convention

WHEREAS, Strafford County, New Hampshire (the "County") has a proposed 2018-2023 Capital Improvements Plan (the "Project") , attached hereto as Exhibit A, and seeks to issue general obligation bonds in the amount of \$4,100,000 (the "Bonds") to finance the Project; and

WHEREAS, the County Convention (the "Convention") has approved a supplemental appropriation for the Project in the amount of \$4,100,000; and

WHEREAS, pursuant to the provisions of RSA 28:24, after the Convention has authorized the issuance of the Bonds, the interest rate, maturity and other terms and conditions of the Bonds will be approved by the County's Board of Commissioners (the "Commissioners") at a publicly noticed meeting after hearing the results of a bidding process for the purchase of the Bonds that will be managed for the County by its independent financial advisor, PFM Financial Advisors LLC.

NOW, THEREFORE, in consideration of the foregoing, it is hereby:

RESOLVED: that the Convention hereby authorizes the issuance of the Bonds in the amount of Four Million One Hundred Thousand Dollars (\$4,100,000) for the purpose of financing the Project with such interest rates, maturities and other terms and conditions as may be determined by the Commissioners at a duly noticed public meeting; authorizes the Commissioners to apply for, obtain and accept federal, state or other aid, if any, which may be available for the Project and to comply with all laws applicable to the Project; authorizes the Commissioners to issue, negotiate, sell and deliver the Bonds; and authorizes the Commissioners to take any other action or to pass any other vote relative thereto.

RESOLVED: that the County is hereby authorized to execute and deliver such documents and other materials and to take such other actions as may be required for the closing and delivery of the Bonds.

RESOLVED: that all actions heretofore taken in a manner consistent with the foregoing are hereby ratified and confirmed.

Exhibit A is attached: 2018-2023 Capital Improvements Plan.

The motion was seconded by Representative Grassie and accepted with the requisite 2/3 vote on a roll call vote, 23 to 5, as follows (2/3):

YEAS: Berube, Bixby, Burton, Ellis, Fontneau, Frost, Grassie, Horgan, Horrigan, Keans, Krans, Mullen, Opderbecke, Pitre, Sandler, Schmidt, Scruton, Southworth, Spang, Spencer, Sprague, Vincent, and Wall (23 of 28)

NAYS: Beaudoin, Graham, Kaczynski, Turcotte, and Wuelper (5)

15. Any Other Business Which May Legally Come Before the Delegation: Chairman Schmidt asked if there was any other business to be legally brought up at this time. There was none.
16. Adjournment: With no further business, Representative Ellis motioned to adjourn the meeting at 8:50 p.m. The motion was seconded by Representative Keans and was approved unanimously on a voice vote.

Respectfully submitted,

Sandra B. Keans

Sandra Keans, Clerk

DIRECTORY

William A. Grimes Strafford County Justice & Administration Building

259 County Farm Road

Dover, New Hampshire 03820

Website: <http://co.strafford.nh.us>

Child Advocacy Center, Suite 201.....	516-8100
Commissioners' Office, Suite 204.....	742-1458
Community Corrections, Suite 103.....	749-0832
County Attorney, Suite 201.....	749-2808
Court Jester Café, Suite 204.....	516-7196
Domestic Violence Unit, Suite 201.....	742-2706
Drug Court, Suite 103.....	516-7192
Finance Department & Human Resources, Suite 204.....	742-1458
NH Department of Corrections, Suite 104.....	742-6621
NH 7 th Circuit Court, Family Division, Suite 302.....	1-855-212-1234
NH 7 th Circuit Court, Registry of Probate, Suite 203.....	1-855-212-1234
NH Superior Court, Suite 301.....	1-855-212-1234
Registry of Deeds, Suite 202.....	742-1741
Sheriff's Office & Dispatch Center, Suite 105.....	742-4960
Transitional Housing Program, Suite 103.....	516-7191

Strafford County House of Corrections/Jail

266 County Farm Road, Dover, New Hampshire 03820.....	742-3310
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Strafford County Jail Industries Program

266 County Farm Road, Dover, New Hampshire 03820.....	749-3289
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Strafford County Riverside Rest Home

276 County Farm Road, Dover, New Hampshire 03820.....	742-1348
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Conservation District, 264 County Farm Road.....	749-3037
Southeastern NH Services, 272 County Farm Road, Dover, NH.....	749-3981
UNH/Strafford County Cooperative Extension, 268 County Farm Rd....	749-4445

STRAFFORD COUNTY CITIES AND TOWNS INFORMATION

Barrington Town Office

333 Calef Highway, PO Box 660
Barrington, NH 03825
603-664-9007 www.barrington.nh.gov

Dover City Hall

288 Central Avenue
Dover, NH 03820
603-516-6000 www.dover.nh.us

Durham Town Office

8 Newmarket Road
Durham, NH 03824
603-868-5571 www.ci.durham.nh.us

Farmington Town Office

356 Main Street
Farmington, NH 03835
603-755-2208 www.farmington.nh.us

Lee Town Office

7 Mast Road
Lee, NH 03861
603-659-5414 www.leenh.org

Madbury Town Office

13 Town Hall Road
Madbury, NH 03823
603-742-5131 www.townofmadbury.com

Middleton Town Office

182 Kings Highway
Middleton, NH 03887
603-473-5202 www.middletonnh.gov

Milton Town Office

424 White Mountain Highway, Box 310
Milton, NH 03851
603-652-4501 www.miltonnh-us.com

New Durham Town Office

4 Main Street, PO Box 207
New Durham, NH 03855
603-859-2091 www.newdurhamnh.us

Rochester City Hall

31 Wakefield Street
Rochester, NH 03867
603-332-1167 www.rochesternh.net

Rollinsford Town Office

667 Main Street, PO Box 309
Rollinsford, NH 03869
603-742-2510 www.rollinsford.nh.us

Somersworth City Hall

One Government Way
Somersworth, NH 03878
603-692-4262 www.somersworth.com

Strafford Town Office

12 Mountain View Drive, PO Box 23
Strafford, NH 03884
603-664-2192 www.trafford.nh.gov

